

SAUQUOIT VALLEY CENTRAL SCHOOL
Sauquoit, NY 13456

Tuesday, July 11, 2023

7:00 p.m. - Organizational Meeting - High School Library

The meeting will be held in-person in the high school library and public can view the meeting live by visiting our website and clicking the link. All comments and requests to speak must be submitted to Board Clerk by 6:00 p.m. prior to the meeting with a name and topic included. Board Clerk's email is mgoodman@svcsd.org.

PUBLIC AGENDA

ITEM #1 Call Meeting to Order

ITEM #2 Pledge of Allegiance

ITEM #3 Oath of Office

ITEM #4 Appointment of President and Vice President of the Board for 2023-24 School Year

Nominations were opened for President of the Board for the 2023-24 school year and _____ nominated and _____ seconded that _____ be President of the Board of Education for the 2023-24 school year.

Board of Education election of _____ as President of the Board of Education.

Carried: Ayes _____, Nays _____.

Other Nominations

Nominations were opened for Vice President of the Board for the 2023-24 school year and _____ nominated and _____ seconded that _____ be Vice President of the Board of Education for the 2023-24 school year.

Board of Education election of _____ as Vice President of the Board of Education.

Carried: Ayes _____, Nays _____.

ITEM #5 Presentation(s) – None

ITEM #6 Public to Be Heard (All Comments Limited to Five Minutes)

- ITEM #7 Board of Education Sub-Committee Reports
 - A. Board Operations/Relationships/Development
 - B. Facilities and Transportation
 - C. Technology
 - D. Extra-Curricular Activities
 - E. Curriculum and Instruction
 - F. School Boards Institute (SBI)
 - G. Audit/Finance Committee
 - H. Policy Committee

- ITEM #8 Superintendent's Report
 - 8.1 Board of Education Addresses, Phone Numbers, Etc.
 - 8.2 List of Representatives for Board of Education Sub-Committee Meetings
 - 8.3 SBI Representative and Alternate

ITEM #9 Old Business

ITEM #10 New Business

- 10.1 Appointment of the Following School District Officers for the 2023-24 School Year: Tax Collector, Clerk, Treasurer, School Attorneys, School Physician, Attendance Officer and School Auditors

Recommended Motion: that the following school district officers be appointed for the 2023-24 school year:

Tax Collector	Kathryn Wakefield
Clerk	Marie Goodman
Treasurer	Charles Cowen
School Attorneys	Timothy R. McGill - Bonding Ferrara Fiorenza PC - Other Matters The Law Firm of Frank W. Miller - Other Matters
School Physician	Dr. Christopher Alinea Attendance Officer Mary Stout
School Auditors	Bonadio & Co., LLP

- 10.2 Appointment of Claims Auditor for the 2023-24 School Year

Recommended Motion: that Deborah Flack be appointed claims auditor for the 2023-24 school year.

- 10.3 Approval of Deputy Claims Auditor

Recommended Motion: to authorize Brenda Kuhn as deputy claims auditor for the 2023-24 school year.

10.4 Designation of Depositories for District Funds

Recommended Motion: Key Bank, M&T Bank, J.P. Morgan Chase and NBT Bank be designated as depositories for the 2023-24 school year.

10.5 Authorization of Board Member and District Officers to Sign Checks

Recommended Motion: that the following individuals be authorized to sign checks for the distribution of funds: Charles Cowen, Treasurer; David Stayton, Superintendent; and that the use of the two signature check for non-payroll checks over \$1,000 (all other checks, one signature required) be continued.

10.6 Appointment of Purchasing Agent for the School District

Recommended Motion: that Kathryn Wakefield be appointed school purchasing agent for the 2023-24 school year.

10.7 Appointment of Coordinator of Federal Funds

Recommended Motion: that Charles Cowen be appointed as coordinator of federal funds for the 2023-24 school year.

10.8 Authorize the Superintendent of Schools to grant approval of staff members attending professional meetings and conferences held during the 2023-24 school year.

Recommended Motion: that the practice of previous years be continued to authorize the Superintendent of Schools to grant approval of staff members attending professional meetings and conferences held during the 2023-24 school year.

10.9 Appoint the Superintendent of Schools to Certify Payrolls

Recommended Motion: that the Superintendent of Schools be designated to certify payrolls for the 2023-24 school year.

10.10 Authorization of Superintendent of Schools to Approve Budget Transfers

Recommended Motion: that the Superintendent of Schools be authorized to approve budget transfers up to a limit of \$5,000.00.

10.11 Designation of Time and Place of Board of Education Meetings

Recommended Motion: that the Board of Education meetings will be held generally on the second and fourth Tuesdays of the month (unless otherwise noted) at 7:00 p.m. in the high school for the 2023-24 school year. The actual meeting schedule was adopted on June 20, 2023.

10.12 Designation of Official Newspaper

Recommended Motion: that the Utica Observer-Dispatch be designated as the official newspaper for legal notices during the 2023-24 school year.

10.13 Appointment of Extra-Classroom Fund Officers

Recommended Motion: that Brian Read and Peter Madden be appointed custodians of the extra-classroom activities fund and that Cheryl Tibbitts and Cheryl Richards be appointed treasurers of the extra-classroom activities fund during the 2023-24 school year.

10.14 Authorize the Control of All Deposits and Investments by District Treasurer

Recommended Motion: that the Treasurer, Charles Cowen be authorized to supervise deposits and investments of school funds during the 2023-24 school year in accordance with school district policy and General Municipal Law.

10.15 Appointment of Board of Education Representative to the School Boards Institute (SBI) Executive Committee

Recommended Motion: that _____ be appointed as the Sauquoit Valley Central School Board's representative to the School Boards Institute Executive Committee, and that _____ be appointed as an alternate to this committee.

10.16 Resolution to Replenish General Fund Petty Cash in the District Office and Middle School

Recommended Motion: that the General Fund petty cash funds be replenished as follows for the 2023-24 school year:

District Office	\$50
Middle School	\$25

10.17 Resolution Adopting BOCES Career & Technical Education Advisory Council for the 2023-24 School Year

Recommended Motion: that the Sauquoit Valley Central School Board of Education designates the Oneida-Herkimer-Madison Board of Cooperative Educational Services Advisory Council for Career & Technical Education to serve the Sauquoit Valley Central School as its advisory council for the 2023-24 school year.

10.18 Disbursement or Disposition of Interest Earned on Student Accounts

Recommended Motion: to take all monies that are accumulated in the interest accounts of the high school and middle school student activities funds as of June

30, 2023 and distribute them to student accounts in the following manner: (a) 70% of the interest total to the High School Student Council and (b) 30% of the interest to the Middle School Student Council.

10.19 Surplus Equipment

Recommended Motion: to authorize the Superintendent to declare items as surplus equipment when needed and to dispose of accordingly for the 2023-24 school year.

10.20 Re-adopt All Policies Including the Code of Ethics and Code of Conduct for the 2023-24 School Year

Recommended Motion: that all policies in effect including the Code of Ethics and the Code of Conduct be re-adopted for the 2023-24 school year.

10.21 Approval of Credit Cards

Recommended Motion: to approve all credit cards used by the district for the 2023-24 school year as follows:

CARD	AUTHORIZED USER(S)
Mastercard	David Stayton & Charles Cowen
Home Depot	Joe Corleto, Keith Kempney and Steve Parker

10.22 Appointment of Dignity Act Coordinators

Recommended Motion: to appoint the following as Dignity Act Coordinators for the 2023-24 school year per the Dignity for All Students Act (DASA) signed into law on September 13, 2010 which took effect on July 1, 2012:

NAME	TITLE
Mark Putnam	Elementary School Principal
Paul Dischiavo	Elementary School Social Worker
Peter Madden	Middle School Principal
Ed Ryan	Middle School, School Counselor
Gabrielle Duell	Middle School, School Counselor
Brian Read	High School Principal
Peter Scialdone	High School, School Counselor
Natalie Powers	High School, School Counselor

10.23 Appointment of Asbestos LEA Designee

Recommended Motion: to appoint Stephen Parker, Director of Facilities III, as the district's asbestos Local Educational Agency (LEA) designee for the 2023-24 school year.

10.24 Substitute Teacher Pay Rates

Recommended Motion: to establish substitute teacher pay rates as follows for the 2023-24 school year:

- ◆ \$100 for uncertified
- ◆ \$110 for certified

10.25 Substitute Teacher Pay Rate for District Retirees

Recommended Motion: to establish the substitute teacher pay rate for Sauquoit Valley retired teachers at \$120/day for the 2023-24 school year.

10.26 Rate of Pay for Tutoring

Recommended Motion: that the hourly rate for tutoring for the 2023-24 school year be determined by Step 8 (Bachelor's only) of the teacher's contract; divided by 200 (days/year); divided by 6.5 (hours/day).

10.27 Substitute Pay Rates for School Related Professionals

Recommended Motion: to establish substitute pay rates, unless otherwise stated per contract, for positions in the school related professionals unit for the 2023-2024 school year as follows:

POSITION	RATE
Aide	\$15.00
Nurse	\$20.51
Bus Driver	\$17.08
School Bus Attendant	\$16.93
Laborer	\$15.71
Clerk/Office Specialist I	\$16.53
Payroll Clerk/Account Clerk	\$17.05
Office Specialist II	\$16.58
Student Helper	Minimum Wage

10.28 Appointment of Superintendent Consultant on Per Diem Basis

Recommended Motion: to appoint Ronald Wheelock as a consultant, on a per diem basis at \$500/day, effective July 1, 2023.

10.29 Approval of Lease Agreement (Upstate Caring Partners, Inc.)

Recommended Motion: to approve the agreement between the Sauquoit Valley Central School District and Upstate Caring Partners, Inc. (UCP) for the period September 1, 2023 to June 30, 2024.

10.30 Resolution (Lead Evaluator Certification/Teachers)

Recommended Motion: to adopt the following resolution:

WHEREAS, the Board of Education has been provided evidence that Peter Madden, Brian Read, Mark Putnam, Tracy Facchini, and David Stayton have completed all three sessions of training which meets the requirements of 8 NYCRR 30-2.9 and the Sauquoit Valley Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of teachers, therefore

BE IT RESOLVED, that upon the recommendation of the superintendent of schools, Peter Madden, Brian Read, Mark Putnam, Tracy Facchini, and David Stayton be certified as a Lead Evaluator of teachers.

10.31 Resolution (Lead Evaluator Certification/Principals)

Recommended Motion: to adopt the following resolution:

WHEREAS, the Board of Education has been provided evidence that David Stayton has completed training which meets the requirements of 8 NYCRR 30-2.9 and the Sauquoit Valley Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of principals, therefore

BE IT RESOLVED, that upon the recommendation of the superintendent of schools, David Stayton be certified as a Lead Evaluator of principals.

10.32 Additional Content Area Coordinator 2023-2024

Recommended Motion: that the Kyle Hutchinson be appointed as content area coordinators for the high school social studies (9-12) content area coordinator for the 2023-2024 school year.

10.33 Appointment of Teacher

Recommended Motion: to appoint Isabella Arrigo to the position of physical education teacher in the Secondary Physical Education tenure area, for probationary period of four (4) years to commence September 1, 2023, unless able to start sooner, and to expire September 1, 2027 (This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time).

10.34 Appointment of Mentor Teacher

Recommended Motion: to appoint Brett Cardillo to mentor Isabella Arrigo for the 2023-2024 academic year.

10.35 Appointment of Substitute Teacher

Recommended Motion: to appoint Abigail James as a per diem substitute teacher effective September 5, 2023.

10.36 Retirement

Recommended Motion: to accept the retirement of Lisa Valentine, chemistry 7-12 teacher, effective June 30, 2023.

10.37 Resignation

Recommended Motion: to accept the resignation of Cynthia Snow, bus driver effective June 22, 2023.

10.38 Resignation

Recommended Motion: to accept the resignation of Courtney Roberts, physical education teacher (high school) effective June 27, 2023.

10.39 Resignation

Recommended Motion: to accept the resignation of Rebecca Evans, RN (middle school) effective July 31, 2023.

10.40 Permanent Appointment of Laborer

Recommended Motion: that Jon Bowker's probationary position as laborer be permanent effective July 5, 2023.

10.41 Adoption of the District Special Education Plan

Recommended Motion: to approve the District Special Education Plan for the 2023-2024 school year.

10.42 Resolution Authorizing Payment of Bills Approved by the Claims Auditor

Recommended Motion: that authorization be given regarding the payment of bills approved by the claims auditor dated thru June 29, 2023.

10.43 Approval of Minutes of the June 20, 2023 Meeting

Recommended Motion: that the minutes of the June 20, 2023 meeting be approved.

10.44 Committee on Special Education Recommendations

Recommended Motion: that the Board of Education upon completion of its review of the IEP in accordance with Section 200.4(d)(2) of the Regulations of the Commissioner agrees to arrange for appropriate special education programs and services for students numbered 1401637, 1401801, 1401399, 1400652, 1401092, 1400806, 103256, 1401070, 102901, 1400420, 1400522, 102989, 1401307, 1401675, 1400807, and 1401128 as recommended by the Committee on Special Education.

Motion to approve 10.1 - 10.44
made by _____, seconded by _____.

Carried: Ayes _____, Nays _____.

ITEM #11 Miscellaneous Topics

ITEM #12 Executive Session

Recommended Motion: that the Board of Education go into Executive Session at _____ p.m. to discuss _____.

Motion made by _____, seconded by _____.
Carried: Ayes _____, Nays _____.

The Executive Session was declared over by the Board President at ___ p.m.

ITEM #13 Adjournment

Recommended Motion: that the meeting be adjourned. The meeting was adjourned at _____ p.m.

Motion made by _____, seconded by _____.
Carried: Ayes _____, Nays _____.

UPCOMING EVENTS/MEETINGS			
DAY(S)	DATE(S)	TIME(S)	EVENT
Monday	July 17	7:00 p.m.	SV Foundation Golf Tournament
Monday	August 7	7:00 p.m.	SV Foundation meeting
Tuesday	August 8	7:00 p.m.	Regular Board of Education Meeting, High School Library

Sauquoit Valley Central School District – Personnel Report School year 2023-2024

Board of Education Meeting: **7/11/23**

NAME	TENURE AREA/ CIVIL SRV. TITLE	ASSIGNMENT	CERTIFICATION	SALARY/RATE OF PAY	EFFECTIVE DATE	END OF PROBATIONARY APPT.
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The commencement dates of the appointments are "subject to the employees' obtaining all necessary clearances from the State Education Dept."

I. Appointment

Deborah Flack		Claims Auditor		\$23/hr.	July 1, 2023	
Brenda Kuhn		Deputy Claims Auditor		\$23/hr.	July 1, 2023	
Kathryn Wakefield		Purchasing Agent			July 1, 2023	
Ronald Wheelock		Consultant		\$500/day	July 1, 2023	
Isabella Arrigo	PE	Teacher		\$42,176	Sept. 1, 2023	Sept. 1, 2027
Brett Cardillo		Mentor		\$850	Sept. 5, 2023	
Abigail James		Substitute		\$100/day	Sept. 5, 2023	
Jon Bowker		Laborer			July 5, 2023	Permanent Status

II. Leave

Lisa Valentine	Chemistry	Teacher			June 30, 2023	Retired
Cynthia Snow		Bus Driver			June 22, 2023	Resignation
Courtney Roberts	PE	Teacher			June 27, 2023	Resignation
Rebecca Evans		Nurse			July 31, 2023	Resignation

III. Coaches

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Teacher Key: "C" Certification Listed or "N" Uncertified

Teacher Assistant Key: "C" Certified Teacher Assistant, "CTA I" Certified Teaching Assistant Level I, "CTA II" Certified Teaching Assistant Level II, "CTA III" Certified Teaching Assistant Level III, "TAP" Pre-Professional

Coaches: "CPE" Certified Physical Education Teacher, "C" Certified Teacher, "TCL" Temporary Coaching License, "PCL" Professional Coaching License