

SAUQUOIT VALLEY CENTRAL SCHOOL
Sauquoit, NY 13456

Date of Meeting: Tuesday, July 5, 2016

Kind of Meeting: Organizational

Presiding Officer: Dawn Miller

Members Present: Dawn Miller, Anthony Nicotera, Jim Dever, Todd Nelson,
Steven Shrey and Christine Weber Mangini

Members Absent: Mark Evans

Administrators Present: Ronald Wheelock, Superintendent of Schools
Charles Cowen, Business Administrator

Others Present: Members of the Community

The meeting was called to order at 7:00 p.m. by Mr. Wheelock.

Pledge of Allegiance - The pledge of allegiance was recited.

Oath of Office - The oaths of office were administered.

Appointment of President and Vice President of the Board for the 2016-17 School Year - Nominations were opened for President of the Board for the 2016-17 school year and Mr. Nicotera nominated and Mr. Nelson seconded that Mrs. Miller be President of the Board of Education for the 2016-17 school year.

Resolution No. 1 made by Mr. Nicotera, seconded by Mr. Nelson, to appoint Mrs. Miller as President of the Board of Education for the 2016-17 school year. Carried: Ayes 6.

Nominations were opened for Vice President of the Board for the 2016-17 school year and Mrs. Miller nominated and Mr. Dever seconded that Mr. Nicotera be Vice President of the Board of Education for the 2016-17 school year.

Resolution No. 2 made by Mrs. Miller, seconded by Mr. Dever, to appoint Mr. Nicotera as Vice President of the Board of Education for the 2016-17 school year. Carried: Ayes 6.

Public to Be Heard - Mrs. Miller asked if anyone wished to address the Board and two people did so. Carl Castelletti and Brian Whittaker, parents of football players, shared their concerns with the Board on who would be coaching the varsity football team. The Board thanked them for sharing their concerns.

Students to Be Heard - Mrs. Miller asked if any students wished to address the Board and none did so. No students were present.

Board of Education Sub-Committee Reports - Facilities and Transportation - Mr. Wheelock asked the Board their thoughts on changing areas and gender neutral bathrooms as the district should do something to provide a place of comfort for students, staff and visitors. At the conclusion of the meeting the Board toured the high school locker rooms and select bathrooms.

Superintendent's Report - Board of Education Addresses, Phone Numbers, Etc. -

Mr. Wheelock asked the Board to let him know of any additions/deletions to their contact information. **List of Representatives for Board of Education Sub-Committee Meetings** - Representatives for the following Board sub-committees for the 2016-17 school year are: **Board Operations/Relationships/Development:** Dawn Miller and Todd Nelson; **Facilities and Transportation:** Dawn Miller and Anthony Nicotera; **Technology:** Jim Dever and Mark Evans; **Extra-Curricular Activities:** Todd Nelson, Steven Shrey and Christine Weber Mangini; **Curriculum and Instruction:** Steven Shrey and Christine Weber Mangini; **School Boards Institute (SBI):** Anthony Nicotera (delegate) and Jim Dever (alternate); **Policy Committee:** Mark Evans and Christine Weber Mangini; **Finance:** Board of Education as a whole and **Audit:** Board of Education as a whole. **SBI 2016-17 Meeting Dates** - Mr. Wheelock provided the Board with the SBI meeting dates (as of February 3, 2016) for the 2016-17 school year.

Old Business - Mr. Nicotera shared with the Board that Mr. Wheelock is owed a raise for the 2015-16 school year and that they need to discuss the renewal of Mr. Wheelock's contract. The Board convened at the end of the meeting to discuss both matters.

Resolution No. 3 made by Mr. Nicotera, seconded by Mr. Dever,

- that the following school district officers be appointed for the 2016-17 school year:

| | |
|--------------------|-----------------------------------------------------------------------------------------------------------------------|
| Tax Collector | Kathryn Wakefield |
| Clerk | Laurie Kloster |
| Treasurer | Charles Cowen |
| Census Enumerator | Brenda Kuhn |
| 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 | Brenda Kuhn |
| School Auditors | Bonadio & Co., LLP |

- that Deborah Flack be appointed claims auditor for the 2016-17 school year.
- to authorize Elizabeth Cardillo as deputy claims auditor for the 2016-17 school year.
- that First Niagara, Key Bank, M&T Bank, J.P. Morgan Chase and NBT Bank be designated as depositories for the 2016-17 school year.
- that the following individuals be authorized to sign checks for the distribution of funds: Charles Cowen, Treasurer; Ronald Wheelock, Superintendent; President of the Board of Education; and Vice President of the Board of Education and that the use of the two signature check for non-payroll checks over \$1,000 (all other checks, one signature required) be continued.

Resolution No. 3 (Cont'd)

- that Kathryn Wakefield be appointed school purchasing agent for the 2016-17 school year.
- that Charles Cowen be appointed as coordinator of federal funds for the 2016-17 school year.
- 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 2016-17 school year.
- that the Superintendent of Schools be designated to certify payrolls for the 2016-17 school year.
- that the Superintendent of Schools be authorized to approve budget transfers up to a limit of \$5,000.00.
- that the Board of Education meetings will be held generally on the second and fourth Tuesdays of the month at 7:00 p.m. in the high school for the 2016-17 school year. The actual meeting schedule was adopted on June 21, 2016.
- that the Utica Observer-Dispatch be designated as the official newspaper for legal notices during the 2016-17 school year.
- that Zane Mahar and Peter Madden be appointed custodians of the extra-classroom activities fund and that Cheryl Tibbitts and Christine Juliano be appointed treasurers of the extra-classroom activities fund during the 2016-17 school year.
- that the Treasurer, Charles Cowen be authorized to supervise deposits and investments of the school funds during the 2016-17 school year in accordance with school district policy and General Municipal Law.
- that Anthony Nicotera be appointed as the Sauquoit Valley Central School Board's representative to the School Boards Institute Executive Committee and that Jim Dever be appointed as an alternate to this committee.
- that the General Fund petty cash funds be replenished as follows for the 2016-17 school year:

| | |
|-----------------|------|
| District Office | \$25 |
| Middle School | \$25 |
- 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 2016-17 school year.

Resolution No. 3 (Cont'd)

- 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, 2016 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.
- to authorize the Superintendent to declare items as surplus equipment when needed and to dispose of accordingly for the 2016-17 school year.
- that all policies in effect including the code of ethics and excluding the Code of Conduct be re-adopted for the 2016-17 school year.
- to approve all credit cards used by the district for the 2016-17 school year as follows:

| CARD | AUTHORIZED USER(S) |
|------------|---------------------------------------------|
| Mastercard | Ron Wheelock |
| Home Depot | Joe Corleto, Keith Kempney and Steve Parker |

- to appoint the following as Dignity Act Coordinators for the 2016-17 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 |
| Luanne Miner | Middle School Social Worker |
| Ed Ryan | Middle School Guidance Counselor |
| Zane Mahar | High School Principal |
| Carissa Hajdasz | High School Guidance Counselor |
| Peter Scialdone | High School Guidance Counselor |

- to appoint Stephen Parker, Director of Facilities III, as the district's asbestos Local Educational Agency (LEA) designee for the 2016-17 school year.
- to establish substitute teacher pay rates as follows for the 2016-17 school year:
 - \$70 for uncertified
 - \$80 for certified
- to establish substitute pay rates, unless otherwise stated per contract, for positions in the school related professionals unit for the 2016-17 school year as follows:

| POSITION | RATE |
|-----------------------------|---------|
| Aide | \$11.95 |
| Nurse | \$17.96 |
| Bus Driver | \$14.53 |
| School Bus Attendant | \$14.38 |
| Laborer | \$13.16 |
| Clerk/Office Specialist I | \$13.98 |
| Payroll Clerk/Account Clerk | \$14.50 |
| Office Specialist II | \$14.03 |

Resolution No. 3 (Cont'd)

- that the hourly rate for tutoring for the 2016-17 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).
- to approve Trisha Moore's maternity leave commencing on or about September 6, 2016 and to be continuous through October 16, 2016.
- to appoint Christa Stephens to the position of teacher in the elementary tenure area for a probationary period of four years to commence September 1, 2016 and to expire September 1, 2020 (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).
- to appoint Kayla Graham as a per diem substitute teacher effective September 8, 2016.
- that the following people be appointed to athletic coaching positions for the 2016-17 school year contingent upon student athlete participation in each sport.

| POSITION | LEVEL | BOYS OR GIRLS | NAME |
|-----------------|-----------------------|--------------------------|-----------------------------------------------------------|
| Baseball | Varsity | Boys | Frank Curriere |
| Baseball | Jr. Varsity | Boys | OPEN |
| Baseball | Jr. High (Modified) | Boys | OPEN |
| Basketball | Varsity | Boys | Doug Jones |
| Basketball | Varsity | Girls | OPEN |
| Basketball | Jr. Varsity | Boys | OPEN |
| Basketball | Jr. Varsity | Girls | Bruce Gunther |
| Basketball | 7 th Grade | Combined | Scot Alsante (Boys 7 th & 8 th) |
| Basketball | 8 th Grade | Combined | OPEN |
| Bowling | | Boys or Girls | Brett Cardillo |
| Cheerleading | Varsity | Boys or Girls | JoAnn Falcone (Fall Season Only) |
| Cross Country | Varsity | Boys or Girls | Steve Philpotts |
| Cross Country | Assistant | Boys or Girls | Scott Prichard |
| Field Hockey | Varsity | Girls | OPEN |
| Field Hockey | Jr. High (Modified) | Girls | Nancy Chynoweth |
| Football | Varsity | Boys | OPEN |
| Football | Asst. Varsity | Boys | OPEN |
| Football | Asst. Varsity | Boys | OPEN |

Resolution No. 3 (Cont'd)

| POSITION | LEVEL | BOYS OR GIRLS | NAME |
|-----------------|---------------------|--------------------------|-------------------|
| Football | Jr. High | Boys | OPEN |
| Football | Asst. Jr. High | Boys | OPEN |
| Soccer | Varsity | Boys | Steve Sanderson |
| Soccer | Varsity | Girls | Tim Clive |
| Soccer | Jr. Varsity | Girls | Courtney Roberts |
| Soccer | Jr. High (Modified) | Boys | Tyler Denton |
| Soccer | Jr. High (Modified) | Girls | Scot Alsante |
| Softball | Varsity | Girls | OPEN |
| Softball | Jr. High (Modified) | Girls | OPEN |
| Tennis | Varsity | Boys | Scott Smith |
| Tennis | Co-Varsity | Girls | Lindsay Kidder |
| Tennis | Co-Varsity | Girls | Scott Smith |
| Track | Varsity | Boys | OPEN |
| Track | Varsity | Girls | OPEN |
| Track | Asst. Varsity | Boys & Girls | OPEN |
| Track | Jr. High (Modified) | Boys | OPEN |
| Track | Jr. High (Modified) | Girls | OPEN |
| Volleyball | Varsity | Boys | Joe Miller |
| Volleyball | Varsity | Girls | Meghan Welcher |
| Volleyball | Jr. Varsity | Girls | OPEN |
| Volleyball | Jr. High (Modified) | Girls | Darleen Philpotts |
| Volleyball | Jr. Varsity | Boys | Michael Eisinger |

- that Keith Kempney be appointed as computer director for the 2016-17 school year.
- to appoint John Del Buono as a volunteer assisting a coach in soccer for the 2016-17 season pending completion of adult basic CPR and approval of coaching certifications.
- to approve the lease agreement between The Kelberman Center, Inc. and the Sauquoit Valley Central School District for their Awesome Summer Days Camp from June 27, 2016 to August 5, 2016.
- to approve the agreement between the Sauquoit Valley Central School District and Developmental Therapy Associates for the 2016-17 school year.
- that the minutes of the June 21, 2016 meeting be approved.

Carried: Ayes 6.

Miscellaneous Topics - **Mr. Nelson** said the district should encourage coaches to do professional development. There are courses that are free and others that cost \$20 to \$30, which the district should pay for. He also stated coaches should share the "Anyone Can Save a Life Program" with their teams and develop emergency action plans in case of medical emergencies.

Mrs. Weber Mangini said students accompanied by music teachers, Henryk Lotyczewski and Stephanie Paine, would be playing with the New Hartford Citizens Band on Wednesday evening at 7:30 p.m. at the Village Green in New Hartford. **Mrs. Miller** said the intermediate band played the national anthem at the Syracuse Sky Chiefs game on Friday. It was a nice trip and the kids were well behaved.

Public to Be Heard - Mrs. Miller asked if anyone wished to address the Board and no one did so.

Resolution No. 4 made by Mr. Nicotera, seconded by Mrs. Weber Mangini, that the Board of Education go into executive session at 8:15 p.m. to discuss contractual and personnel matters. Carried: Ayes 6.

The executive session was declared over by the Board President at 8:44 p.m.

Resolution No. 5 made by Mr. Nelson, seconded by Mrs. Weber Mangini, that the meeting be adjourned. The meeting was adjourned at 8:44 p.m. Carried: Ayes 6.

Respectfully submitted,

Laurie M. Kloster, Clerk
Board of Education