

SAUQUOIT VALLEY CENTRAL SCHOOL  
Sauquoit, NY 13456

Date of Meeting: Tuesday, July 10, 2018  
Kind of Meeting: Organizational  
Presiding Officer: Dawn Miller  
Members Present: Dawn Miller, Michele Brennan-Vuocolo, Ron Critelli, Jim Dever,  
Todd Nelson and Christine Weber Mangini  
Members Absent: Anthony Nicotera  
Administrators Present: Ronald Wheelock, Superintendent of Schools  
Kimberly Hibbard, District Treasurer  
Others Present: None

The meeting was called to order at 7:06 p.m. by Mr. Wheelock.

**Pledge of Allegiance** - The pledge of allegiance was recited.

Mr. Wheelock welcomed the new Board members and thanked them for their time to volunteer.

**Oath of Office** - The oaths of office were administered.

**Appointment of President and Vice President of the Board for the 2018-19 School Year -**

Nominations were opened for President of the Board for the 2018-19 school year and Mrs. Weber Mangini nominated and Mr. Nelson seconded that Mrs. Miller be President of the Board of Education for the 2018-19 school year.

**Resolution No. 1** made by Mrs. Weber Mangini, seconded by Mr. Nelson, to appoint Mrs. Miller as President of the Board of Education for the 2018-19 school year. Carried: Ayes 6.

Nominations were opened for Vice President of the Board for the 2018-19 school year and Mrs. Weber Mangini nominated and Mr. Dever seconded that Mr. Nicotera be Vice President of the Board of Education for the 2018-19 school year.

**Resolution No. 2** made by Mrs. Weber Mangini, seconded by Mr. Dever, to appoint Mr. Nicotera as Vice President of the Board of Education for the 2018-19 school year. Carried: Ayes 6.

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

**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 - Policy Committee** - Mr. Wheelock gave an overview of the policies on the agenda for Board approval and stated he would have a few more policies for the Board's review and approval.

**Superintendent's Report - Board of Education Contact Information** - Mr. Wheelock asked the Board to notify him of any changes to their contact information. **List of Representatives for Board of Education Sub-Committee Meetings** - Representatives for the following Board sub-committees for the 2018-19 school year are: **Board Operations/Relationships/Development:** Dawn Miller and Todd Nelson; **Facilities and Transportation:** Dawn Miller and Anthony Nicotera; **Technology:** Ron Critelli and Jim Dever; **Extra-Curricular Activities:** Todd Nelson and Christine Weber Mangini; **Curriculum and Instruction:** Michele Brennan-Vuocolo and Christine Weber Mangini; **School Boards Institute (SBI):** Anthony Nicotera (delegate) and Jim Dever (alternate); **Policy Committee:** Michele Brennan-Vuocolo and Christine Weber Mangini; **Finance:** Board of Education as a whole and **Audit:** Board of Education as a whole. **SBI 2018-19 Meeting Dates** - Mr. Wheelock provided the Board with the SBI meeting dates (as of May 16, 2018) for the 2018-19 school year.

**Resolution No. 3** made by Mrs. Weber Mangini, seconded by Ms. Brennan-Vuocolo,

- to appoint Kimberly Hibbard to the position of School District Treasurer in the Sauquoit Valley Central School District for the 2018-19 school year effective July 1, 2018.
- that the following school district officers be appointed for the 2018-19 school year:

Tax Collector	Kathryn Wakefield
Clerk	Laurie Kloster
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 2018-19 school year.
- to authorize Elizabeth Cardillo as deputy claims auditor for the 2018-19 school year.
- that Key Bank, M&T Bank, J.P. Morgan Chase and NBT Bank be designated as depositories for the 2018-19 school year.
- that the following individuals be authorized to sign checks for the distribution of funds: Kimberly Hibbard, 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.
- that Kathryn Wakefield be appointed school purchasing agent for the 2018-19 school year.

**Resolution No. 3 (Cont'd)**

- that Kimberly Hibbard be appointed as coordinator of federal funds for the 2018-19 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 2018-19 school year.
- that the Superintendent of Schools be designated to certify payrolls for the 2018-19 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 2018-19 school year. The actual meeting schedule was adopted on June 19, 2018.
- that the Utica Observer-Dispatch be designated as the official newspaper for legal notices during the 2018-19 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 2018-19 school year.
- that the Treasurer, Kimberly Hibbard be authorized to supervise deposits and investments of the school funds during the 2018-19 school year in accordance with school district policy and General Municipal Law.
- that Mr. Nicotera be appointed as the Sauquoit Valley Central School Board's representative to the School Boards Institute Executive Committee and that Mr. Dever be appointed as an alternate to this committee.
- that the General Fund petty cash fund be replenished as follows for the 2018-19 school year: 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 2018-19 school year.
- 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, 2018 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.

**Resolution No. 3 (Cont'd)**

- to authorize the Superintendent to declare items as surplus equipment when needed and to dispose of accordingly for the 2018-19 school year.
- that all policies in effect including the Code of Ethics and the Code of Conduct be re-adopted for the 2018-19 school year.
- to approve all credit cards used by the district for the 2018-19 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 2018-19 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 2018-19 school year.
- to establish substitute teacher pay rates as follows for the 2018-19 school year:
  - \$75 for uncertified
  - \$85 for certified
- to establish substitute pay rates, unless otherwise stated per contract, for positions in the school related professionals unit for the 2018-19 school year as follows:

POSITION	RATE
Aide	\$11.95
Nurse	\$17.96
Bus Driver	\$15.00
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 2018-19 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 appoint Steven Schreck as a part-time Transportation Supervisor for the 2018-19 school year.
- to appoint Susan Mayer as a mentor/teacher for the 2018-19 school year.
- to appoint Lisa Smithling as a mentor/teacher for the 2018-19 school year.
- to appoint Beth Ann Nora as a mentor/teacher for the 2018-19 school year.
- to appoint Darlene Hutchinson as a lead teacher for the 2018-19 school year.
- to appoint Kim Sheehy as a per diem substitute teacher effective September 6, 2018.
- that the following people be appointed to extra-curricular positions for the 2018-19 school year.

NAME	ASSIGNMENT
Keith Hatch	Art Club (Secondary)
Stephanie Paine	Band (Jazz Ensemble I)
Henryk Lotyczewski	Band (Jazz Ensemble II)
Carissa Hajdasz	Class Advisor (Freshman)
Alissa Reilly-Stewart	Class Advisor (Junior)
Michelle Roche-Babbie	Class Advisor (Senior) (2)
Peter Scialdone	Class Advisor (Senior) (2)
Melanie Carangelo	Class Advisor (Sophomore)
Natalie Bock	Colgate Seminar
Ryan Decker	Dramatics Director
JamieLeigh Accordino	Math Counts Advisor
Christa Stephens	Memory Book (Elementary)
Alison Pirger	Memory Book (Elementary)
Christina Connor	Morning Program Coordinator (All School Assembly)
Alison Pirger	Morning Program Coordinator (All School Assembly)
Peter Scialdone	National Honor Society (High School)
Melissa Leone	National Honor Society Advisor (Middle School)
Marisa Cardillo	Newspaper
Tammy Purrington	Reading Club (Middle School)
Tammy Purrington	SADD (Middle School)
Stephanie Paine	Special Work on Stage (High School Musical)
Luanne Miner	Student Council (High School)
Kristine DePerno	Student Council (Middle School)
Joe Corleto	Technology Club (Middle School)
Jody Hildreth	Webmaster (Building-Elementary School)
Joe Corleto	Webmaster (Building-Middle School)
Keith Hatch	Webmaster (Building-High School)
Jody Hildreth	Webmaster (District)
Keith Hatch	Yearbook Advisor (High School)
Chris Kisiel	Yearbook (Middle School)

**Resolution No. 3 (Cont'd)**

- that the following people be appointed as content area coordinators for the 2018-19 school year.

<b>ELEMENTARY SCHOOL (K-4)</b>	
<b>NAME</b>	<b>ASSIGNMENT</b>
Beth Thomas	1 Math
Tonya Sullivan	1 Science
Jackie Corleto	1 Social Studies
Christina Connor & Tiffany Lupia	1.5 ELA/Reading

<b>MIDDLE SCHOOL (5-8)</b>	
<b>NAME</b>	<b>ASSIGNMENT</b>
Chris Kisiel	1 Math
Sara Piacentino-Call	1 Science
Joe Macrina	1 Social Studies
Alyssa Cook	1 ELA

<b>HIGH SCHOOL (9-12)</b>	
<b>NAME</b>	<b>ASSIGNMENT</b>
Jeff Houck	1 Math
Tim Koren	1 Science
Natalie Bock	1 Social Studies
Mindy Kemp	1 ELA

<b>K-12</b>	
<b>NAME</b>	<b>ASSIGNMENT</b>
Lindsay Kidder & Darleen Philpotts	1 Physical Education/Health
Ryan Decker	1 Music
Keith Hatch	.5 Art
Scot Alsante	.5 Home and Careers (7-12)
Michelle Roche-Babbie	.5 Library Media
Joe Corleto	1 Technology
Alissa Reilly-Stewart	1 Foreign Language (7-12)

- that Keith Kempney be appointed as computer director for the 2018-19 school year.
- RESOLVED, that the Board of Education of the Sauquoit Valley Central School District, pursuant to all applicable Civil Service rules and regulations, upon the recommendation of the Superintendent of Schools, does hereby appoint Brian Callahan to the position of custodian effective July 11, 2018 for a probationary period of 26 weeks to commence on July 11, 2018 and to expire on January 9, 2019.
- RESOLVED, that the Board of Education of the Sauquoit Valley Central School District, pursuant to all applicable Civil Service rules and regulations, upon the recommendation of the Superintendent of Schools, does hereby appoint Charles Strong to the position of substitute bus driver effective July 11, 2018.

**Resolution No. 3 (Cont'd)**

- to appoint Tabitha Kelsey as a summer student helper effective July 11, 2018.
- to appoint Michelle Jennings as a summer student helper effective July 11, 2018.
- to increase Dawn Kuhn's hours from six (6) hours to seven (7) hours as a teacher aide in the middle school effective September 1, 2018.
- to adopt the following resolution:

WHEREAS, the Board of Education has been provided evidence that Keith Kempney, Peter Madden, Zane Mahar, Mark Putnam and Ronald Wheelock 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, Keith Kempney, Peter Madden, Zane Mahar, Mark Putnam and Ronald Wheelock be certified as a Lead Evaluator of teachers.

- to adopt the following resolution:

WHEREAS, the Board of Education has been provided evidence that Ronald Wheelock 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, Ronald Wheelock be certified as a Lead Evaluator of principals.

- to adopt the revised Leave for Cancer Screening Policy as presented.
- to adopt the new School/Safety & Educational Climate Reporting Policy as presented.
- to adopt the revised Drug & Alcohol Testing (Transportation) Policy as presented.
- to approve the agreement between the Sauquoit Valley Central School District and Developmental Therapy Associates for the 2018-19 school year.
- that the minutes of the June 19, 2018 meeting be approved.
- 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 1400988, 1400992, 1400787, 103025, 103256, 103043, 1401095, 1400165, 1400961, 103280, 103070, 1400625, 103252, 100699 and 102885 as recommended by the Committee on Special Education.

Carried: Ayes 6.

**Miscellaneous Topics** - Mr. Wheelock informed the Board that the district's attorneys received a tax certiorari on behalf of George Cusworth (an industry in the district) stating their taxes should be much lower which could result in the district paying money back to this industry. The school's attorneys will attend the hearing on our behalf.

**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. Nelson, seconded by Mrs. Weber Mangini, that the Board of Education go into executive session at 7:37 p.m. to discuss a contractual matter. Carried: Ayes 6.

The executive session was declared over by the Board President at 7:59 p.m.

**Resolution No. 5** made by Mr. Nelson, seconded by Mr. Critelli, that the meeting be adjourned. The meeting was adjourned at 7:59 p.m. Carried: Ayes 6.

Respectfully submitted,

Laurie M. Kloster  
Clerk, Board of Education