

**REORGANIZATIONAL MEETING  
BOARD OF EDUCATION  
Stockbridge Valley Central School  
Tuesday, July 7, 2015**

The meeting was called to order at 6:30 p.m. by  
District Clerk, Pamela Mennig.

**Meeting Called  
to Order**

Herb Bingel, Lindsey Cross, Thomas Hollingsworth,  
Rita Kenyon, Barbary Reaves, Niki Maiura

**Members Present**

Jaime Renner

**Members Absent**

Michael Sandore, Interim Superintendent; Beth Lamb,  
Business Administrator; Mary Anne Iritz, K-6 Principal; Gina  
Terzini, 7-12 Principal, Pamela Mennig, District Clerk; Mark  
Kiser, P.E. Teacher

**Also Present**

The Oath of Office was given to Lindsey Cross,  
Barbary Reaves and Herb Bingel

**Board Members  
Oath of Office**

District Clerk, Pamela Mennig indicated that the  
first order of business was to elect the President of the Board of  
Education.

**Election of School  
Board Officers**

Rita Kenyon was nominated for the office of President by  
L. Cross. Rita Kenyon was elected President of the Board of  
Education by simple majority vote for the 2015-16 school year.

**President  
Board of Education**

Barbary Reaves was nominated for the office of Vice President  
by L. Cross. Barbary Reaves was elected Vice President of the Board  
of Education by simple majority vote for the 2015-16 school year.

**Vice President**

The Oath of Office was given to the Board President and  
Vice President.

**Oath of Office  
President/V.P.**

**Appointment of District Officials and Official Agencies**

On a motion made by T. Hollingsworth, seconded by L. Cross,  
the Board appointed Pamela Mennig as District Clerk for the 2015-16  
school year and established the "standard work day" at 7.5 hours/day  
per NYSLRS Regulation 315.4. There were 6 ayes and 0 nays. The  
motion carried.

**District Clerk**

On a motion made by T. Hollingsworth, seconded by L. Cross,  
the Board appointed Kelly Johnson as Treasurer for the 2015-16  
school year. There were 6 ayes and 0 nays. The motion carried.

**Treasurer**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Therese Clark as Tax Collector for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

#### **Tax Collector**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Diane Mordus as Internal Claims Auditor for the 2015-16 school year and established the "standard work day" at 7.5 hours/day per NYSLRS Regulation 315.4. There were 6 ayes and 0 nays. The motion carried.

#### **Internal Claims**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Jessica Clark as Deputy Internal Claims Auditor for the 2015-16 school year and established the "standard work day" at 7.5 hours/day per NYSLRS Regulation 315.4. There were 6 ayes and 0 nays. The motion carried.

#### **Deputy Internal Claims Auditor**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Beth Lamb as Director of Transportation for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

#### **Director of Transportation**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board authorized official undertakings as defined by Section 2130 of the Education Law in the form of a Public Employee's Blanket Honest Bond for Crime Coverage as specifically designated for the following positions for the 2015-2016 school year:

#### **Bonding of Officials**

Treasurer	\$1,000,000.
Tax Collector and Central Treasurer	\$1,000,000.
Internal Claims Auditor	\$ 100,000.
Business Administrator	\$ 400,000.
Bank Courier	\$ 310,000.

There were 6 ayes and 0 nays. The motion carried.

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed the Family Health Center of Community Memorial Hospital to provide Physician Services for medical services as needed for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

#### **Physician Services**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed the law firm of Ferrara Fiorenza of Syracuse, NY as special School District Councils for the 2014-15 school year. There were 6 ayes and 0 nays. The motion carried.

#### **School Attorneys**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed the law firm of Orrick, Herrington & Sutcliffe, LLP, as Bonding Attorneys for issuing bonds or bans on buses and other future borrowing for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

#### **Bonding Attorneys**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed the accounting firm of Cwynar & Company, Certified Public Accountants, as the independent auditors, to conduct the annual audit of federal funds and the audit of the extra classroom activity funds for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**School Auditor**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Therese Clark as Central Treasurer and the Business Administrator as the Controller of the Extra Curricular Activity Funds accounts and check signors for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Central Treasurer/  
Controller of  
Extracurricular  
Activity Funds**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed the Business Administrator as the School District Purchasing Agent and authorized the use of the following credit cards: Chase Business Credit, Lowe's, Tractor Supply Co., Walmart, Best Buy, Sunoco and Exxon/Mobil for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**School Purchasing  
Agent**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed James Mann as the Asbestos Contact person for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Asbestos Contact  
Person**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Shelia Bartlett as the Chemical Hygiene Officer for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Chemical Hygiene  
Officer**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Beth Lamb as the Pesticide Representative for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Pesticide  
Representative**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Mary Anne Iritz as the Dignity For All Students Act Officer and Gina Terzini as the alternate for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Dignity for All  
Students Act  
Officer**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Mary Anne Iritz as the Sexual Harassment Officer for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Sexual Harassment  
Officer**

On a motion by T. Hollingsworth and seconded by L. Cross, the Board approved Beth Lamb as the representative and Michael Sandore as the alternate for the Madison-Oneida-Herkimer Schools Healthcare Consortium for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Representative for  
Healthcare  
Consortium**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Kelly Johnson as the Records Management Officer for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Records Management  
Officer**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed Beth Lamb as the Records Access Officer for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Records Access  
Officer**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board appointed JP Morgan Chase Bank, N.A. Division, Oneida, New York, NBT Bank, Oneida Savings Bank and/or MBIA (class) as official depositories for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Official Depository**

On a motion made by T. Hollingsworth, seconded by L. Cross, the Board designated the Oneida Daily Dispatch and the Syracuse Post Standard as the District's official newspapers for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Official Newspapers**

#### **Authorization for Superintendent of Schools and District Clerk**

On a motion made by B. Reaves, seconded by N. Maiura, the Board authorized the Superintendent of Schools or his designated representative to sign and submit all applications for approval for federal funds or any special grants, which may be available to the school district for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Special Project  
Authorization**

On a motion made by B. Reaves, seconded by N. Maiura, the Board authorized the Superintendent of Schools to approve in advance all expenditures for out-of-district travel and attendance at state conferences and meetings for which funds have been appropriated in the budget for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Conferences and Out  
of District Travel**

On a motion made by B. Reaves, seconded by N. Maiura, the Board of Education authorized the School District Clerk, with the approval of the Superintendent of Schools, to make the required adjustments in the tax roll when the clerk has received the appropriate affidavits from the assessors indicating an incorrect assessment and when he/she has received the appropriate notice from the Madison County Tax Director confirming the incorrect assessments; and

**Resolution to Amend  
the Tax Roll**

the School District Clerk upon receiving the appropriate papers is then authorized to direct the school tax collector to amend the tax roll and refund erroneous tax collected or

change the amount due; and

the School District Clerk will be required to inform the Board of Education of any adjustments made through the informational section of the Board's monthly agenda for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

On a motion made B. Reaves, seconded by N. Maiura,, the Board of Education authorized the Superintendent of Schools to certify payrolls for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Payroll Certification  
Officer**

On a motion made by B. Reaves, seconded by N. Maiura, the Board of Education authorized the Superintendent of Schools, to make intra-fund budgetary transfers for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Authorization of  
Budget Transfers**

### **Membership of District in Organizations and Designation of Representatives**

On a motion by T. Hollingsworth, seconded by N. Maiura, the Board approved membership in the Rural Schools Program for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Rural Schools  
Program**

R. Kenyon volunteered as a delegate and J. Renner volunteered as an alternate for the Rural Schools Program for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Rural Schools  
Delegate/Alternate**

On a motion by L. Cross, seconded by T. Hollingsworth, the Board approved membership in the Oneida-Madison-Herkimer School Board Institute for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**School Board  
Institute**

B. Reaves volunteered as a delegate and R. Kenyon volunteered as an alternate for the Oneida-Madison-Herkimer School Board Institute for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**SBI Delegate/  
Alternate**

### **Compliance with Laws and Regulations and Re-adoption of District Policies**

On a motion made by L. Cross, seconded by T. Hollingsworth, the Board pledged its commitment to comply with all applicable laws and regulations as follows:

**Federal Laws and  
Regulations of the  
Department of  
Education**

"The Board of Education of the Stockbridge Valley Central School District states its commitment to comply with Federal Laws and Regulations of the Department of Education."

There were 6 ayes and 0 nays. The motion carried.

On a motion made by L. Cross, seconded by T. Hollingsworth, the Board pledged its commitment to comply with all

**School District  
Policies**

applicable laws and regulations as follows:

"The Board of Education of the Stockbridge Valley Central School District readopts all school district policies in effect during the 2014-2015 school year; such policies to remain in effect throughout the 2015-2016 school year." There were 6 ayes and 0 nays. The motion carried.

### **Miscellaneous**

On a motion made by L. Cross, seconded by N. Maiura, the Board of Education authorizes the establishment of a petty cash fund for the following areas and in the stated amounts:

Superintendent's Office	\$100.
Bus Garage	\$100.
Extra-Curricular Activities	\$100.
School Lunch	\$ 25.

There were 6 ayes and 0 nays. The motion carried.

On a motion made by L. Cross, seconded by N. Maiura, the Board approved the following membership for the Committee on Special Education and Pre-School Special Education for the 2015-16 school year:

CSE/CPSE Chairperson, Deborah Carlin-Fazio; Psychologist, Walter Owens; Special Education Teachers, Melissa Smith, Kim Basford-Koe, Brittney Millis; Special Education Coordinator Madison Co., Roseann Lewis; Special Education Coordinator Oneida Co., Barbara Pellegrino; School Physician, Dr. Keri Taylor; Parent Member, JoAnn Burke; Principal Clerk, Terry McInerney.

There were 6 ayes and 0 nays. The motion carried.

On a motion by L. Cross, seconded by N. Maiura, the Board authorized the CPSE Chairperson, Deborah Carlin-Fazio, to sign STAC-1Forms for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

On a motion by L. Cross, seconded by N. Maiura, the Board approved the following election inspectors for the 2015-16 school year:

Pamela Mennig	Chairperson
Carolyn Hall	Chief Election Inspector
Joanne Shea	Election Inspector

There were 6 ayes and 0 nays. The motion carried.

On a motion by L. Cross and seconded by N. Maiura, the Board approved a resolution for sales tax reimbursement to employees on meals incurred while performing school duties during

### **Petty Cash Fund**

### **Membership Committee on Special Education and Pre- School Special Education**

### **Authorization for STAC-1 Forms**

### **Election Inspectors**

### **Tax Reimbursement on Meals**

the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

### **BOE Representation on District Committees**

L. Cross, N. Maiura and B. Reaves volunteered to represent the Board on the SVCS Budget and Finance Committee for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Budget & Finance  
Committee**

L. Cross, N. Maiura and B. Reaves volunteered to represent the Board on the SVCS Audit Committee for the 2015-16 school Year. There were 6 ayes and 0 nays. The motion carried.

**Audit Committee**

B. Reaves volunteered to represent the Board on the Stockbridge Valley Educational Foundation Committee and L. Cross volunteered to be the alternate for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Foundation**

T. Hollingsworth and L. Cross volunteered to represent the Board on the SVCS Long Range Facilities Committee for the 2015-16 school year. There were 6 ayes and 0 nays. The motion carried.

**Facilities Committee**

R. Kenyon and N. Maiura volunteered to represent the Board on the SVCS Policy Committee for the 2015-16 school year. There were 5 ayes and 0 nays. The motion carried.

**SVCS Policy  
Committee**

H. Bingel volunteered to represent the Board on the SVCS Safety Committee for the 2015-16 school year. There were 5 ayes and 0 nays. The motion carried.

**SVCS Safety  
Committee**

On a motion by L. Cross, seconded by B. Reaves, the meeting went into recess at 6:40 p.m. There were 6 ayes and 0 nays. The motion carried.

**Recess**

Respectfully submitted,

Pamela Mennig  
District Clerk