

**REORGANIZATIONAL MEETING
BOARD OF EDUCATION
Stockbridge Valley Central School
Tuesday, July 13, 2021**

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

**Meeting Called
to Order**

Carol Garrett, Michael Gough, Kristin Guinto,
Doug Reed, Jaime Renner, Jonathan Strain

Members Present

Herb Bingel

Members Absent

Dr. Susan Vickers, Interim Superintendent; Beth Lamb,
Business Administrator; Andrea Smith, 7-12 Principal; Julie Suber, K-6
Principal; Pamela Mennig, District Clerk, Corey Graves, Superintendent
Elect; Jim King, King & King Architects; Joseph Monfiletto, Fred Marshall,
Tucker Garrett, Community Members; Scott Budelmann, MO BOCES

Also Present

The Oath of Office was given to Kristin Guinto, Jonathan Strain,
Carol Garrett and Susan Vickers

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**

Doug Reed was nominated for the office of President by
K. Guinto. Doug Reed was elected President of the Board of Education by
simple majority vote for the 2021-22 school year.

President

The Oath of Office was given to Doug Reed.

**Board President
Oath of Office**

Jaime Renner was nominated for the office of Vice President
by D. Reed. Jaime Renner was elected Vice President of the Board
of Education by simple majority vote for the 2021-22 school year.

Vice President

The Oath of Office was given to Jaime Renner.

**Board Vice President
Oath of Office**

Appointment of District Officials and Official Agencies

On a motion made by C. Garrett, seconded by M. Gough, the
Board appointed Pamela Mennig as District Clerk for the 2021-22
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 C. Garrett, seconded by M. Gough,
the Board appointed Kelly Johnson as Treasurer for the 2021-22
school year. There were 6 ayes and 0 nays. The motion carried.

Treasurer

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed Michelle Hillenbrand as Tax Collector for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Tax Collector

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed Diane Mordus as Internal Claims Auditor for the 2021-22 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 C. Garrett, seconded by M. Gough, the Board appointed Terry McInerney and Jean McLean as Deputy Internal Claims Auditors for the 2021-22 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 Auditors

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed Beth Lamb as Director of Transportation for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Director of Transportation

On a motion made by C. Garrett, seconded by M. Gough, 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 2021-2022 school year:

Bonding of Officials

| | |
|-------------------------------------|--------------|
| Treasurer | \$1,000,000. |
| Tax Collector and Central Treasurer | \$1,000,000. |
| Internal Claims Auditor | \$1,000,000. |
| Business Administrator | \$ 500,000. |
| Bank Courier | \$ 500,000. |

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

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed the Family Health Center of Community Memorial Hospital to provide Physician Services for medical services as needed for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Physician Services

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed the law firm of Hogan, Sarzynski, Lynch, DeWind and Gregory of Johnson City, NY as special School District Councils for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

School Attorneys

On a motion made by C. Garrett, seconded by M. Gough, 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 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Bonding Attorneys

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed the accounting firm of Cwynar & Company, Certified Public Accountants, as the independent auditors, to conduct the annual

School Auditor

audit of federal funds and the audit of the extra classroom activity funds for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed Michelle Hillenbrand as Central Treasurer and the Business Administrator as the Controller of the Extra Curricular Activity Funds accounts and check signors for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

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

On a motion made by C. Garrett, seconded by M. Gough, 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, Sunoco and Exxon/Mobil for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**School Purchasing
Agent**

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed Beth Lamb as the Interim Asbestos Contact person for The 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Asbestos Contact
Person**

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed Shelia Bartlett as the Chemical Hygiene Officer for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Chemical Hygiene
Officer**

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed Beth Lamb as the Pesticide Representative for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Pesticide
Representative**

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed the Elementary Principal as the Dignity for All Students Compliance Officer for Elementary School, High School Principal as the Alternate; High School Principal as the Dignity for All Students Compliance Officer for the High School, Elementary Principal as the Alternate, for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Dignity for All

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed the Superintendent as the Compliance Coordinator for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Compliance
Coordinator
(Sexual Harassment Officer)**

On a motion by C. Garrett and seconded by M. Gough, the Board approved Beth Lamb as the representative and the Superintendent as the alternate for the Madison-Oneida-Herkimer Schools Healthcare Consortium for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Representative for
Healthcare
Consortium**

On a motion by C. Garrett and seconded by M. Gough, the Board approved Beth Lamb as the representative and Kelly Johnson as the alternate for the Madison-Oneida-Herkimer Schools Workers' Compensation Board for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Representative for
Workers' Comp. Board**

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed Kelly Johnson as the Records Management Officer

**Records Management
Officer**

for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed Beth Lamb as the Records Access Officer for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Records Access
Officer**

On a motion made by C. Garrett, seconded by M. Gough, the Board appointed JP Morgan Chase Bank, N.A. Division, Oneida, New York, NBT Bank, Community Bank and/or MBIA (class) as official depositories for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Official Depository

On a motion made by C. Garrett, seconded by M. Gough, the Board designated the Oneida Daily Dispatch and the Syracuse Post Standard as the District's official newspapers for the 2021-22 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 K. Guinto, seconded by J. Renner, the Board authorized the Superintendent of Schools or his/her 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 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Special Project
Authorization**

On a motion made by K. Guinto, seconded by J. Renner, 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 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Conferences and Out
of District Travel**

On a motion made by K. Guinto, seconded by J. Renner, 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 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

On a motion made by K. Guinto, seconded by J. Renner, the Board of Education authorized the Superintendent of Schools to certify payrolls for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Payroll Certification
Officer**

On a motion made by K. Guinto, seconded by J. Renner, the Board of Education authorized the Superintendent of Schools, to make intra-fund

**Authorization of
Budget Transfers**

budgetary transfers for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Membership of District in Organizations and Designation of Representatives

On a motion by J. Strain, seconded by K. Guinto, the Board approved membership in the Rural Schools Program for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Rural Schools
Program**

J. Renner volunteered as a delegate and C. Garrett volunteered as an alternate for the Rural Schools Program for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**Rural Schools
Delegate/Alternate**

On a motion by J. Strain, seconded by K. Guinto, the Board approved membership in the Oneida-Madison-Herkimer School Board Institute for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**School Board
Institute**

K. Guinto volunteered as a delegate and J. Strain volunteered as an alternate for the Oneida-Madison-Herkimer School Board Institute for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

**SBI Delegate/
Alternate**

On a motion by K. Guinto, seconded by M. Gough, the Board approved membership in the New York State School Boards Association for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

NYSSBA

M. Gough volunteered as the Legislative Advocate for the New York State School Boards Association for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

NYSBBA Advocate

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

On a motion made by K. Guinto, seconded by M. Gough, 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 K. Guinto, seconded by M. Gough, the Board pledged its commitment to comply with all applicable laws and regulations as follows:

**School District
Policies**

“The Board of Education of the Stockbridge Valley Central School District readopts all school district policies in effect during the 2020-2021 school year; such policies to remain in effect throughout the 2021-2022 school year.” There were 6 ayes and 0 nays. The motion carried.

Miscellaneous

On a motion made by K. Guinto, seconded by J. Strain, 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 K. Guinto, seconded by J. Strain, the Board approved the following membership for the Committee on Special Education and Pre-School Special Education for the 2021-22 school year:

| | |
|----------------------|-------------------------------------|
| Julie Suber | CSE Chairperson |
| Nicole Kern | Parent Member |
| TBD | School Psychologist/CSE Chairperson |
| Elise Spinelli | Special Education Teacher |
| Kim Basford-Koe | Special Education Teacher |
| Brittney Woods | Special Education Teacher |
| Stephanie Tubbs | Special Education Teacher |
| Dr. Keri Taylor | School Physician |
| Julianna Lillibridge | Principal Clerk |

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

On a motion by K. Guinto, seconded by J. Strain, the Board authorized the CSE Chairperson, Julie Suber, to sign STAC-1 Forms for the 2021-2022 school year. There were 6 ayes and 0 nays. The motion carried.

On a motion by C. Garrett, seconded by K. Guinto, the Board approved the following Election Inspectors for the 2021-22 school year:

| | |
|-----------------|--------------------------|
| Pamela Mennig | Chairperson |
| Carolyn Hall | Chief Election Inspector |
| Marlene Boronow | Election Inspector |
| Joanne Shea | Election Inspector |
| Gail Strain | Election Inspector |

There were 5 ayes and 0 nays (J. Strain abstained.) The motion carried.

On a motion by J. Strain and seconded by J. Renner, the Board approved a resolution for sales tax reimbursement to employees on meals incurred while performing school duties during the 2021-2022 school year. There were 6 ayes and 0 nays. The motion carried.

Petty Cash Fund

Membership Committee on Special Education and Pre- School Special Education

Authorization for STAC-1 Forms

Election Inspectors

Tax Reimbursement on Meals

BOE Representation on District Committees

D. Reed, K. Guinto and J. Renner volunteered to represent the Board on the SVCS Budget and Finance Committee for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Budget & Finance Committee

D. Reed, K. Guinto and J. Renner volunteered to represent the Board on the SVCS Audit Committee for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Audit Committee

K. Guinto volunteered to represent the Board on the Stockbridge Valley Educational Foundation Committee for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Foundation

M. Gough and J. Strain volunteered to represent the Board on the SVCS Long Range Facilities Committee for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

Facilities Committee

J. Strain and H. Bingel volunteered to represent the Board on the SVCS Policy Committee for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

SVCS Policy Committee

C. Garrett and M. Gough volunteered to represent the Board on the SVCS Safety Committee for the 2021-22 school year. There were 6 ayes and 0 nays. The motion carried.

SVCS Safety Committee

On a motion by K. Guinto, seconded by J. Strain, the meeting went into recess at 6:45 p.m. There were 6 ayes and 0 nays. The motion carried.

Recess

Respectfully submitted,

Pamela Mennig
District Clerk