SWEET HOME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION REORGANIZATION MEETING
TUESDAY, JULY 6, 2021

M I N U T E S

District Clerk, Sherry McNamara, called the Reorganization meeting of the Sweet Home Central School District to order at 6:32 pm.

The meeting opened with the Pledge of Allegiance to the Flag led by Sherry McNamara.

Oath Of Office

District Clerk, Sherry McNamara, administered the Oath of Office to Peter Bellanti as a newly elected school board members and entered the same in the Oath of Office book.

Roll Call

PRESENT: Amy Battaglia, Peter Bellanti, Joshua Feldmann, Marianne Jasen, Scott M. Johnson, Brian Laible, Kailey McDonald

ABSENT:

Upon motion made by Mrs. Jasen, seconded by Mrs. Battaglia, the Board of Education accepted the roll as called.

The vote on the foregoing resolution was as follows:

Yes	7	No	0	Absent	0
Carried	x				

Also present: Anthony J. Day, JoAnn Balazs, Donald Feldmann

Appointment of a temporary chairman to conduct the election and balloting for the President of the Board of Education

Upon motion made by Mr. Johnson, seconded by Mrs. Battaglia, the following resolution was offered:

RESOLVED: That, Sherry McNamara be appointed temporary chairman of the meeting to conduct the election and balloting for president of the Board of Education.

The vote on the foregoing resolution was as follows:

Yes	7	No	0	Absent	0
Carried	x				

Election of the President of the Board of Education

The chairman called for nominations for the office of President of the Board of Education.

Upon motion made by Mr. Johnson, seconded by Mrs. Battaglia, the following resolution was offered:

RESOLVED: That **Marianne Jasen** be nominated for President of the Board of Education of this district for the ensuing year ending June 30, 2022.

The vote on the foregoing resolution was as follows:

Yes	7	No	0	Absent	0
Carried	x				

Upon motion made by Mrs. Johnson, seconded by Mrs. Battaglia, the following resolution was offered:

RESOLVED: That **Marianne Jasen** be elected President of the Board of Education of this district for the ensuing year ending June 30, 2022.

The vote on the foregoing resolution was as follows:

Yes	7	No	0	Absent	0
Carried	x				

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Election of the President of the Board of Education-continued…
Marianne Jasen assumed her official responsibilities as President of the Board of Education.

Election of vice president of the Board of Education
Board President, Mrs. Jasen, called for nominations for the office of Vice President of the Board of Education.

Upon motion made by Mr. Johnson, seconded by Ms. McDonald, the following resolution was offered:

RESOLVED: That, **Amy Battaglia** be nominated for Vice President of the Board of Education of this school district for the ensuing year ending June 30, 2022.

and be it further…

RESOLVED: That, in the absence of the President of the Board of Education or his inability to act, the Vice President of the Board of Education be and hereby is authorized to assume all of the responsibilities and perform all of the duties of the president of said Board of Education as provided by law.

The vote on the foregoing resolution was as follows:

Yes	7	No	0	Absent	0
Carried	x				

Upon motion made by Mr. Johnson, seconded by Ms. McDonald, the following resolution was offered:

RESOLVED: That, **Amy Battaglia** be elected Vice President of the Board of Education of this school district for the ensuing year ending June 30, 2021.

The vote on the foregoing resolution was as follows:

Yes	7	No	0	Absent	0
Carried	x				

Oath of Office
The Oath of Office was administrated to **Marianne Jasen** as President of the Board of Education and to **Amy Battaglia** as Vice President of the Board of Education by Sherry McNamara and the same entered into the Oath of Office book.

Superintendent's Oath of Office
The Oath of Office was administrated to **Anthony J. Day** as Superintendent of the Sweet Home Central School District by Sherry McNamara and the same entered into the Oath of Office book.

Upon motion made by Mrs. Battaglia, seconded by Mr. Johnson, the following resolutions were offered for consent agenda on items IX, X, XI, XII, XIII, XIV, XV, XVI, XVII, XVIII, XIX and XX.

IX. Appointments

The Superintendent of Schools recommends the appointment of the following individuals for the school year 2021-2022.

1.	Legal Counsel	Gross Shuman/Harris Beach/ Hodgson Russ/Kinney Seldon*
2.	Clerk of the District	Sherry A. McNamara**
3.	Deputy District Clerk	Lisa Cebulski***
4.	District Treasurer	Deborah J. Sarkees**
5.	Deputy District Treasurer	Michelle Callowhill**
6.	Treasurer, Extra Classroom Accounts	Falon Capenhurst***
7.	District Auditor, Extra Classroom Accounts	Deborah J. Sarkees***
8.	Board Secretary	Sherry A. McNamara***

* Per memorandum from Donald G. Feldmann dated June 22, 2021.
** Per memorandum from Anthony J. Day dated June 30, 2021.
*** Per memorandum from Anthony J. Day dated June 30, 2021.

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X. Other appointments

The Superintendent of Schools recommends the appointment of the following individuals for the school year 2021-2022:

1.	Chief Medical Officer	Dr. Robert Kaplan****
2.	Claims Auditor	Denise Kolber*
3.	External Auditor	Lumsden & McCormick***
4.	Internal Auditor	Tronconi Segarra & Assoc., LLP**
5.	Purchasing Agent	Donald Feldmann
6.	Grant Coordinator – Federal & State Grants	Donald Feldmann
7.	Title IX Compliance Officer	JoAnn Balazs
8.	Male Harassment Complaint Officer	Donald Feldmann
9.	Civil Rights Compliance Officer	JoAnn Balazs
10.	Chief Safety Officer	JoAnn Balazs
11.	Residency Officer	JoAnn Balazs
12.	Homeless Liaison	Anne K. Nowak
13.	Section 504 Compliance Officer	Kathryn Barillari
14.	Designated Educational Officer	JoAnn Balazs
15.	Appointing Officer for Civil Service Transactions	JoAnn Balazs
16.	Data Privacy Officer	Martin Pizur
17.	Dignity Act Coordinators	

High School	Scott Harriger	Middle School	Brandon Woods
Glendale	Lynn Kawa	Heritage Heights	Sal Glorioso
Maplemere	Julie Eberle	Willow Ridge	Wendy Januchowski
Ready Academy	Matthew Capriotto		

* Per memorandum from Donald G. Feldmann dated June 22, 2021.
** Per memorandum from Donald G. Feldmann dated June 22, 2021.
*** Per memorandum from Donald G. Feldmann dated June 22, 2021.
**** Per memorandum from Donald G. Feldmann dated June 23, 2021.

and be it further…

XI. Committee appointments

The Superintendent of Schools recommends the appointment of the following individuals for the school year 2021-2022.

A. Special Education

1. Committee on Special Education

The Board of Education hereby appoints Preschool/school age committees on special education, comprised of members from the following list of all related service providers and all general education teachers employed by the district as needed:

CPSE Members

Chairperson:
Kathryn Barillari
Chris Hershey
Elizabeth Sigurdson
Beth Cornwall-Crawford
Lacie Cristofanelli
Katelyn DiRosa
Zoe Gionis
Nicole Fink

Erie County Representative:
Jill Garvin
Jim Mahar

Parent Members:
Melissa Moore-Bryant

CSE Members

Chairperson:
Kathryn Barillari
Chris Hershey
Elizabeth Sigurdson
Beth Cornwall-Crawford
Lacie Cristofanelli
Katelyn DiRosa
Zoe Gionis
Nicole Fink

Chief Medical Officer:
Dr. Robert Kaplan

Parent Members:
Melissa Moore-Bryant

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XI. Committee appointments

A. Special Education – continued…

1. Committee on Special Education

Psychologist:
Elizabeth Sigurdson
Beth Cornwall-Crawford
Lacie Cristofanelli
Katelyn DiRosa
Zoe Gionis
Nicole Fink

2. Surrogate Parent

RESOLVED: That, upon the recommendation of the superintendent of schools, the Board of Education appoint the following individuals as Surrogate Parent as per regulations of the Commissioner Part 200.5(c)(e) for the 2021-2022 school year:

Melissa Moore-Bryant

B. Audit Committee

RESOLVED: That, the following individuals be and are hereby appointed to serve on the district's Audit Committee for the 2020-2021 school year:

Scott Johnson Brian Laible Mary Ellen Prentice William Stoj

and be it further…

XII. Board of Education appointments to the Erie County Association of School Boards and New York State School Board Association

A. Delegate to ECASB Delegate Assembly – Peter Bellanti

B. Alternate to ECASB Delegate Assembly – Marianne Jasen

C. Representative on ECASB and NYSSBA Legislative Committee – Josh Feldmann

D. Alternate Representative on ECASB and NYSSBA Legislative Committee – Scott Johnson & Kailey McDonald

E. Delegate to New York State School Boards Convention - October 24-26, 2021 in New York City – Scott Johnson

F. Alternate Delegate to New York State School Boards Convention - October 24-26, 2021 in New York City – Marianne Jasen

G. Representative on the ECASB Budget and Finance Committee – Amy Battaglia

H. Alternate Representative on the ECASB Budget and Finance Committee – Brian Laible

and be it further…

XIII. Designations

The Superintendent of Schools recommends the following designations.

A. Official bank depositories

Bank of America	Citibank	Evans National Bank
JP Morgan Chase Bank	Key Bank	M&T Bank

and be it further…

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XIII. **Designations-continued…**

B. **Signatures on checks for:**

1. **General Fund** Deborah J. Sarkees

2. **Extracurricular Activity Fund** Donald G. Feldmann, Deborah J. Sarkees

C. **Person to submit bid notices to newspapers** Donald G. Feldmann

D. **Person to open bids** Donald G. Feldmann

E. **Official newspapers** Bee Publications
Buffalo Business First & Buffalo Law Journal (for budget vote only)

F. **Certification of payroll** Donald G. Feldmann

and be it further…

XIV. **Bonding of personnel**
The Superintendent of Schools recommends approval of a blanket bond in the amount of $2,000,000.00, which would cover all district employees. This would also include board members and volunteers working on behalf of Sweet Home Central School District.

and be it further…

XV. **Attendance at educational conferences at school expense.**
The Superintendent of Schools recommends approval of the following resolution.

WHEREAS, it is considered to be a part of the duties of a member of the board, officer, or employee of the school district to attend educational conferences when so authorized,

NOW THEREFORE BE IT RESOLVED: That, the Board of Education delegate to the Superintendent of Schools of the District, concurrently with the Board of Education, the power to authorize any member of the board, officer, or employee of the school district to attend, at school district expense, any convention, conference, workshop, or institute that is determined to be a benefit to the school district, providing that funds sufficient to cover such expenses shall have been provided for and are currently in the budget.

and be it further…

XVI. **Adoption of policies and regulations in effect at the close of the school year.**
The Superintendent of Schools recommends that all existing policies and regulations operative at the close of the school year 2020-2021 be approved for the 2021-2022 school year.

and be it further…

XVII. **Postage checks**
The Superintendent of Schools recommends that the district treasurer be authorized to issue checks and transfer funds in amounts not to exceed $7,000.00 for U.S. postage payable to Neopost Inc., at such times as are necessary for the purpose of purchasing stamps or for reestablishing credits in the postage meter(s).

and be it further…

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XVIII. **School lunch program**

The Superintendent of Schools recommends that the Director of Finance and Plant Services be authorized to sign agreements, reports, and claims with the State Education Department in connection with the operation of the National School Lunch Program in the schools in the district.

and be it further…

XIX. **Petty Cash**

The Superintendent of Schools recommends approval of the following cash funds in the amount of $100.00 each as allowed by New York State Education Law, for the 2021-2022 school year, for the following offices.

District Office	Sweet Home High School
Glendale Elementary School	Sweet Home Middle School
Heritage Heights Elementary School	Sweet Home Community Education
Maplemere Elementary School	Sweet Home Buildings & Grounds Dept.
Willow Ridge Elementary School	Sweet Home Transportation Department

and be it further…

XX. **Transfer of funds**

RESOLVED: That, within monetary limits as established by the Board and outlined below, the Superintendent and/or his designee are authorized to transfer funds within the budget within the parameters specified. All transfers will be properly documented in the monthly financial reports supplied to the Board. Any transfers over $50,000.00 shall require the approval of the Board of Education. Transfers within specific departments or schools may be approved by the Director of Finance and Plant Services with no dollar limit.

Transfer amount Authorization

Up to $25,000 Director of Finance and Plant Services
$25,001 - $50,000 Superintendent of Schools
$50,000 and higher Board of Education

The vote on the foregoing resolution was as follows:

Yes	7	No	0	Absent	0
Carried	x				

ADJOURNMENT

The Reorganization meeting was not adjourned as it preceded the regular voting meeting.

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Sherry A. McNamara
Secretary, Board of Education
District Clerk
Sweet Home Central School District