SWEET HOME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION REORGANIZATION MEETING
WEDNESDAY, JULY 5, 2023

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 5:35 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 Scott Johnson as a newly elected school board member and entered the same in the Oath of Office book.

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

ABSENT: Marianne Jasen

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

The vote on the foregoing resolution was as follows:

Yes	6	No	0	Absent	1
Carried	x				

Also present: Michael V. Ginestre, JoAnn Balazs, Donald Feldmann, Toyia Wilson

Adjourn to Executive Session
Upon motion made by Mrs. Battaglia, seconded by Mr. Johnson, the meeting was adjourned to executive session for matters related to the employment history of a particular individual at 5:36 pm.

The vote on the foregoing resolution was as follows:

Yes	6	No	0	Absent	1
Carried	X				

Upon motion made by Mr. Johnson, seconded by Mr. Bellanti, the following resolution was offered to come out of executive session at 7:43 pm.

The vote on the foregoing resolution was as follows:

Yes	6	No	0	Absent	1
Carried	X				

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 Mr. Bellanti, 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	6	No	0	Absent	1
Carried	x				

DRAFT

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. Bellanti, seconded by Mr. Johnson, the following resolution was offered:

> RESOLVED: That **Amy Battaglia** be nominated for President of the Board of Education of this district for the ensuing year ending June 30, 2024.

The vote on the foregoing resolution was as follows:

Yes	6	No	0	Absent	1
Carried	x				

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

> RESOLVED: That **Amy Battaglia** be elected President of the Board of Education of this district for the ensuing year ending June 30, 2024.

The vote on the foregoing resolution was as follows:

Yes	6	No	0	Absent	1
Carried	x				

Oath of Office

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

Newly elected President assumes chairmanship

Amy Battaglia assumed her official responsibilities as President of the Board of Education.

Election of vice president

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

> RESOLVED: That **Peter Bellanti** be nominated for Vice President of the Board of Education of this district for the ensuing year ending June 30, 2024.

The vote on the foregoing resolution was as follows:

Yes	6	No	0	Absent	1
Carried	x				

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

> RESOLVED: That **Peter Bellanti** be elected Vice President of the Board of Education of this district for the ensuing year ending June 30, 2024.

The vote on the foregoing resolution was as follows:

Yes	6	No	0	Absent	1
Carried	x				

Oath of Office

The Oath of Office was administrated to **Peter Bellanti** 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 **Michael V. Ginestre** as Superintendent of the Sweet Home Central School District by Sherry McNamara and the same entered into the Oath of Office book.

DRAFT

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

X. Appointments

The Superintendent of Schools recommends the appointment of the following individuals for the school year 2023-2024.

1.	Legal Counsel	Gross Shuman/Harris Beach/ Hodgson Russ/Kinney Seldon*
2.	Clerk of the District	Sherry A. McNamara**
3.	Deputy District Clerk	Falon Capenhurst **
4.	District Treasurer	Nicole Kuss**
5.	Deputy District Treasurer	Michelle Callowhill**
6.	Treasurer, Extra Classroom Accounts	Ariel Carlino**
7.	District Auditor, Extra Classroom Accounts	Nicole Kuss**
8.	Board Secretary	Sherry A. McNamara**
9.	Tax Collector(s)	Town of Amherst, Town of Tonawanda

* Per memorandum from Donald G. Feldmann dated June 28, 2023.
** Per memorandum from Michael V. Ginestre dated June 29, 2023.

and be it further…

XI. Other appointments

The Superintendent of Schools recommends the appointment of the following individuals for the school year 2023-2024:

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 Emergency Officer	JoAnn Balazs
11.	Residency Officer	Beth Kosakowski
12.	Homeless Liaison	Anne K. Nowak
13.	Section 504 Compliance Officer	Kathryn Barillari
14.	Designated Educational Officer	Toyia Wilson
15.	Appointing Officer for Civil Service Transactions	JoAnn Balazs
16.	Data Privacy Officer	Donald Feldmann
17.	Census Enumerator	Donald Feldmann
18.	Supervisor of Attendance	Tom Roberts
19.	Records Access Officer	Sherry McNamara
20.	Records Management Officer	Falon Capenhurst
21.	Asbestos Hazard Emergency Response Designee	Steve Rozler
22.	Chemical Hygiene Officer	Dave Kasprowicz
23.	Dignity Act Coordinators	

High School	Dr. Keli-Koran Luchey	Middle School	Morgan Messineo
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 28, 2023 and June 30, 2023.

and be it further…

DRAFT

XII. Committee appointments

The Superintendent of Schools recommends the appointment of the following individuals for the school year 2023-2024.

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
Lindsay Marcinelli
Amanda Hoffman
Elizabeth Sigurdson
Beth Cornwall-Crawford
Lacie Cristofanelli
Katelyn DiRosa
Samantha Kio
Lauren Hearn

CSE Members
Chairperson:
Kathryn Barillari
Lindsay Marcinelli
Amanda Hoffman
Elizabeth Sigurdson
Beth Cornwall-Crawford
Lacie Cristofanelli
Katelyn DiRosa
Samantha Kio
Lauren Hearn

CPSE Members
Erie County Representative:
Jill Garvin
Jim Mahar
Parent Members:
Melissa Moore-Bryant

CSE Members
Chief Medical Officer:
Dr. Robert Kaplan
Parent Members:
Melissa Moore-Bryant

Psychologist:
Elizabeth Sigurdson
Beth Cornwall-Crawford
Lacie Cristofanelli
Katelyn DiRosa
Samantha Kio
Lauren Hearn

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 2023-2024 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 2023-2024 school year:

Scott Johnson Brian Laible Mary Ellen Prentice William Stoj

and be it further…

DRAFT

XIII. 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 26-28, 2023 in Buffalo – Scott Johnson

F. Alternate Delegate to New York State School Boards Convention - October 26-28, 2023 in Buffalo – Marianne Jasen

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

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

and be it further…

XIV. 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

B. Signatures on checks for:

1. General Fund Nicole Kuss

2. Extracurricular Activity Fund Donald G. Feldmann, Nicole Kuss

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…

XV. 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…

DRAFT

XVI. 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…

XVII. 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 2022-2023 be approved for the 2023-2024 school year.

and be it further…

XVIII. 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…

XIX. 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…

XX. Petty Cash

The Superintendent of Schools recommends approval of the following cash funds in the amount of $l00.00 each as allowed by New York State Education Law, for the 2023-2024 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…

XXI. 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 Assistant Superintendent for Finance and Plant Services with no dollar limit.

DRAFT

XXI. Transfer of funds

Transfer amount Authorization

Up to $25,000 Assistant Superintendent for 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	6	No	0	Absent	1
Carried	x				

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

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

DRAFT