

SAUQUOIT VALLEY CENTRAL SCHOOL
Sauquoit, NY 13456

Tuesday, July 9, 2024

7:00 p.m. –Organizational Meeting
High School Library

PUBLIC AGENDA

- ITEM #1 Call Meeting to Order
- ITEM #2 Pledge of Allegiance
- ITEM #3 Oath of Office
- ITEM #4 Appointment of President and Vice President for 2024-2025 School Year

Nominations were opened for President of the Board for the 2024-2025 school year and _____ nominated and _____ seconded that _____ be President of the Board of Education for the 2024-2025 school year.

Board of Education election of _____ as President of the Board of Education.

Carried: Ayes _____ , Nays _____ .

Other Nominations

Nominations were opened for Vice President of the Board for the 2024-2025 school year and _____ nominated and _____ seconded that _____ be Vice President of the Board of Education for the 2024-2025 school year.

Board of Education election of _____ as Vice President of the Board of Education.

Carried: Ayes _____ , Nays _____ .

Other Nominations

- ITEM #5 Presentation(s)

- ITEM #6 Board of Education Sub-Committee Reports
 - A. Board Operations/Relationships/Development
 - B. Facilities and Transportation
 - C. Technology
 - D. Extra-Curricular Activities
 - E. Curriculum and Instruction
 - F. School Boards Institute (SBI)
 - G. Audit Committee
 - H. Policy Committee

ITEM #7 Superintendent’s Report

- 7.1 Board of Education Contact Information
- 7.2 List of Representatives for Board of Education Sub-Committee Meetings
- 7.3 SBI Representative and Alternate (Motion 9.16)

ITEM #8 Old Business

ITEM #9 New Business

9.1 Appointment of School District Treasurer

Recommended Motion: to appoint Charles Cowen to the position of School Treasurer in the Sauquoit Valley Central School District for the 2024-2025 school year effective July 1, 2024.

9.2 Appointment of the following School District Officers for the 2024-2025 school year: Tax Collector, Clerk, Census Enumerator, School Attorneys, School Physician, Attendance Officer and School Auditors.

Recommended Motion: that the following school district officers be appointed for the 2024-2025 school year:

Tax Collector	Kathryn Wakefield
Clerk	Marie Goodman
Records Access Officer	Marie Goodman
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
School Auditors	Bonadio & Co., LLP

9.3 Appointment of Claims Auditor for the 2024-2025 School Year

Recommended Motion: to authorize Brenda Kuhn as claims auditor for the 2024-2025 school year.

9.4 Approval of Deputy Claims Auditor for the 2024-2025 School Year

Recommended Motion: to authorize Heather Laribee as deputy claims auditor for the 2024-2025 school year.

9.5 Designation of Depositories for District Funds

Recommended Motion: that Key Bank, M&T Bank, J.P. Morgan Chase, NBT Bank and NYSLYAS be designated as depositories for the 2024-2025 school year.

9.6 Authorization of Board Member and District Officers to Sign Checks

Recommended Motion: that the following individuals be authorized to sign checks for the distribution of funds: Charles Cowen, Treasurer; David Stayton, 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 checks, one signature required) be continued.

9.7 Appointment of Purchasing Agent for the School District

Recommended Motion: that Kathryn Wakefield be appointed school purchasing agent for the 2024-2025 school year.

9.8 Appointment of Coordinator of Federal Funds

Recommended Motion: that Charles Cowen be appointed as coordinator of federal funds for the 2024-2025 school year.

9.9 Authorize the Superintendent of Schools to Grant Approval of Staff Members Attending Professional Meetings and Conferences Held during the 2024-2025 School Year.

Recommended Motion: 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 2024-2025 school year.

9.10 Appoint the Superintendent of Schools to Certify Payrolls

Recommended Motion: that the Superintendent of Schools be designated to certify payrolls for the 2024-2025 school year.

9.11 Authorization of Superintendent of Schools to Approve Budget Transfers

Recommended Motion: that the Superintendent of School be authorized to approve budget transfers up to a limit of \$5,000.00.

9.12 Designation of Time and Place of Board of Education meetings

Recommended Motion: that the Board of Education meetings will be held generally on the second and fourth Tuesdays of the month at 6:00 p.m. in the high school for the 2024-2025 school year.

9.13 Designation of Official Newspaper

Recommended Motion: that the Observer-Dispatch be designed as the official newspaper for legal notices during the 2024-2025 school year.

9.14 Appointment of Extra-Classroom Fund Officers

Recommended Motion: that Brian Read and Peter Madden be appointed custodians of the extra-classroom activities fund and that Cheryl Tibbitts be appointed treasurer of the extra-classroom activities fund during the 2024-2025 school year.

9.15 Authorize the Control of All Deposits and Investments by District Treasurer

Recommended Motion: that the Treasurer, Charles Cowen be authorized to supervise deposits and investments for the school funds during the 2024-2025 school year in accordance with school district policy and General Municipal Law.

9.16 Appointment of Board of Education Representative to the School Boards Institute (SBI) Executive Committee

Recommended Motion: that _____ be appointed as the Sauquoit Valley Central School Board's representative to the School Boards Institute Executive Committee and that _____ be appointed as an alternate to this committee.

9.17 Resolution to Replenish General Fund Petty Cash in the Middle School

Recommended Motion: that the General Fund petty cash fund be replenished as follows for the 2024-2025 school year:

Middle School \$25
District Office \$50

9.18 Resolution Adopting BOCES Career & Technical Education Advisory Council for the 2024-2025 School Year

Recommended Motion: 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 2024-2025 school year.

9.19 Disbursement or Disposition of Interest Earned on Student Accounts

Recommended Motion: 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, 2024 and distribute them to student account 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.

9.20 Surplus Equipment

Recommended Motion: to authorize the Superintendent of Schools to declare items as surplus equipment when needed and to dispose of accordingly for the 2024-2025 school year.

9.21 Re-adopt all policies including the Code of Ethics and Code of Conduct for the 2024-2025 school year

Recommended Motion: that all policies in effect including the Code of Ethics and the Code of Conduct be re-adopted for the 2024-2025 school year.

9.22 Approval of Credit Cards

Recommended Motion: to approve all credit cards used by the district for the 2024-2025 school year as follows:

CARD	AUTHORIZED USER
Mastercard	David Stayton, Charles Cowen
Home Depot	Joe Corleto, Keith Kempney & Scott Gillette

9.23 Appointment of Dignity Act Coordinators

Recommended Motion: to appoint the following as Dignity Act Coordinators for the 2024-2025 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
Ed Ryan	Middle School Guidance Counselor
Laura Flagg	Middle School Guidance Counselor
Victoria Miller	District Social Worker
Brian Read	High School Principal
Peter Scialdone	High School Guidance Counselor
Natalie DeTraglia	High School Guidance Counselor

9.24 Appointment of Asbestos LEA Designee

Recommended Motion: to appoint Scott Gillette, Director of Facilities II, as the district's asbestos Local Educational Agency (LEA) designee for the 2024-2025 school year.

9.25 Substitute Teacher Rates

Recommended Motion: to establish substitute teacher pay rates as follows for the 2024-2025 school year:

- \$100 for uncertified
- \$110 for certified
- \$120 for retired
- \$500 for Lead Teacher
- \$850 for Mentor Teacher

9.26 Substitute Pay Rates for School Related Professionals

Recommended Motion: to establish substitute pay rates, unless otherwise stated per contract, for positions in the school related professionals unit for the 2024-2025 school year as follows:

POSITION	RATE
Aide	\$15.00
Nurse	\$22.00
Bus Driver	\$20.00
School Bus Attendant	\$17.00
Laborer	\$16.00
Clerk/Office Specialist I	\$17.00
Payroll Clerk/Account Clerk	\$17.50
Office Specialist II	\$17.50

9.27 Rate of Pay for Tutoring

Recommended Motion: that the hourly rate for tutoring for the 2024-2025 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).

9.28 Extension of an addendum to Contract of Superintendent of Schools

Recommended Motion: to extend the term and approve the addendum of the existing employment agreement between Sauquoit Valley Central School and David Stayton dated July 1, 2024 to expire June 30, 2029.

9.29 Salary for Superintendent of Schools

Recommended Motion: to approve the salary of the Superintendent of Schools for the 2024-25 school year at \$165,375.

9.30 Revised Agreement of Secretary to Superintendent

Recommendation: to approve the agreement between Sauquoit Valley Central School and the Secretary to Superintendent.

9.31 Resolution (Lead Evaluator Certification/Teachers)

Recommended Motion: to adopt the following resolution:

WHEREAS, THE Board of Education has been provided evidence that Brian Read, Peter Madden, Mark Putnam and David Stayton 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, Brian Read, Peter Madden, Mark Putnam and David Stayton be certified as a Lead Evaluator of teachers.

9.32 Resolution (Lead Evaluator Certification/Principals)

Recommended Motion: to adopt the following resolution:

WHEREAS, THE Board of Education has been provided evidence that David Stayton 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, David Stayton be certified as a Lead Evaluator of principals.

9.33 Approval of BOCES Annual Service (AS-7) Contract

Recommended Motion: to execute the contract between Sauquoit Valley Central School and BOCES for annual services for the 2024-2025 school year.

9.34 Appointment of a Long-term Substitute Teacher

Recommended Motion: to appoint Kristen Willson as a long-term art teacher (part-time) in the middle school, effective September 5, 2024. Her salary will be ~~\$29,667~~ \$28,461 (Step 9 + 6 grad hours).

9.35 Appointment of School Counselor

Recommended Motion: RESOLVED, that the Board of Education of the Sauquoit Valley Central School District, upon the recommendation of the Superintendent of Schools, does hereby appoint Laura Flagg to the position of School Counselor in the School Counseling & Guidance tenure area for a probationary period of three (3) years to commence September 2, 2024 and to expire September 2, 2027.

9.36 Resignation

Recommended Motion: to approve Jon Bowker's resignation as laborer effective July 10, 2024.

9.37 Appointment of Custodian

Recommendation: 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 Jon Bowker to the 12 - month position of custodian effective July 11, 2024 for a probationary period of 26 weeks to commence on July 11, 2024 and to expire on December 26, 2024.

9.38 Resignation

Recommendation: to approve Melanie Carangelo's resignation as freshmen class advisor.

9.39 Substitute Teacher

Recommended Motion: to appoint Nita Cobane as a per diem substitute teacher effective September 1, 2024.

9.40 Approval of Instructional Technology Coaches

Recommended Motion: that the following people be appointed to Instructional Technology Coach position for the 2024-2025 school year.

Name	Title	Stipend
Sara Reale	ITC	\$750
Jackie Corleto	ITC	\$750
Amanda Hartnett	ITC	\$750
Savannah Malerba	ITC	\$750
Sara Reale	ITC Coordinator	\$500

9.41 Resolution Authorizing Payment of Bills Approved by the Claims Auditor

Recommended Motion: that authorization be given regarding the payment of bills approved by the claims auditor.

9.42 Approval of Minutes of the June 18, 2024 Meeting

Recommended Motion: that the minutes of the June 18, 2024 meeting be approved.

9.43 Committee on Special Education Recommendations

Recommended Motion: 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 1400997, 102952, 1401289, 1401665, 1401782, 1401233, 1400138, 1401847, 1401814, 1401695, 1401681, 1401484, 1401399, 1401711, 1401543, 1400985, 0103252, 1400533, 1401275, 1401092, 1401400, 1401453, 1401529, 1401181, 1401451, 0103130, 1400488, 1401785, 141781, 1400686, 0103000, 1401600, 1401810, 0102989, 1401657, 141218, 1401681, and 1401922 as recommended by the Committee on Special Education and agrees to arrange for appropriate special education programs and services for students and Pre-School Special Education.

Motion to approve 9.1 – 9.43
 Made by _____, seconded by _____.
 Carried: Ayes ____, Nays ____.

ITEM #10 Miscellaneous Topics

ITEM #11 Public to be Heard (All Comments Limited to Five Minutes)

ITEM # 12 Executive Session

Recommended Motion: that the Board of Education go into executive session at _____ p.m. to discuss _____.

Motion made by _____, seconded by _____.
Carried: Ayes _____, Nays _____.

The executive session was declared over by the Board President at _____ p.m.

ITEM #13 Adjournment

Recommended Motion: that the meeting be adjourned. The meeting was adjourned at _____ p.m.

Motion made by _____, seconded by _____.

Carried: Ayes _____, Nays _____

UPCOMING EVENTS/MEETINGS			
DAY(S)	DATE(S)	TIME(S)	EVENT
Monday	July 22		Foundation Golf Outing
Monday	Aug. 5	7:00 p.m.	Foundation HS Conf. Rm
Tuesday	Aug. 13	6:00 p.m.	BOE Meeting HS Library

Sauquoit Valley Central School District – Personnel Report School year 2024-2025

Board of Education Meeting: **7/9/2024**

NAME	TENURE AREA/ CIVIL SRV. TITLE	ASSIGNMENT	CERTIFICATION	SALARY/RATE OF PAY	EFFECTIVE DATE	END OF PROBATIONARY APPT.
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The commencement dates of the appointments are "subject to the employees' obtaining all necessary clearances from the State Education Dept."

I. Appointment

Brenda Kuhn		Claims Auditor		\$23.00/hr.	07/01/2024	
David Stayton		Superintendent		\$165,375	07/01/2024	
Kristen Willson	Art	Long term Substitute Teacher		\$28,461	09/05/2024	
Laura Flagg		School Counselor		\$61,027	09/02/2024	09/02/2027
Jon Bowker		Custodian		\$18.59/hr.	07/11/2024	12/26/2024
Nita Cobane		Substitute Teacher		\$100/day	09/01/2024	
Sara Reale		ITC		\$750	09/01/2024	06/30/2025
Jackie Corleto		ITC		\$750	09/01/2024	06/30/2025
Amanda Hartnett		ITC		\$750	09/01/2024	06/30/2025
Savannah Malerba		ITC		\$750	09/01/2024	06/30/2025
Sara Reale		ITC Coordinator		\$500	09/01/2024	06/30/2025

II. Leave

Jon Bowker		Laborer			07/10/2024	
Melanie Carangelo		Freshman Advisor			07/01/2024	

III. Coaches

Teacher Key: "C" Certification Listed or "N" Uncertified

Teacher Assistant Key: "C" Certified Teacher Assistant, "CTA I" Certified Teaching Assistant Level I, "CTA II" Certified Teaching Assistant Level II, "CTA III Certified Teaching Assistant Level III, "TAP" Pre-Professional

Coaches: "CPE Certified Physical Education Teacher, "C" Certified Teacher, "TCL" Temporary Coaching License, "PCL" Professional Coaching License