



BOARD OF EDUCATION MEETING MINUTES
July 9, 2024 (Re-Organizational Meeting)
5:30 PM - NEW YORK MILLS UFSD LIBRARY

- Kristin Hubley
- Robert Mahardy, Jr.
- Sara DeFazio
- Jacqueline Edwards
- Jeremy Fennell
- Steve King
- Abbie Taylor

Agenda Item	Who	Information Distributed	Action	Notes
1. MEETING CALL TO ORDER	District Clerk	5:32pm	Procedural	
1.1 Pledge to the Flag			Procedural	
I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.				
1.2 Reading of the New York Mills UFSD Mission Statement.			Procedural	
Through combined efforts of the students, staff, parents and community members, our mission is to foster the confidence, knowledge, cognition, and character necessary to instill a strong work ethic, to create an environment of tolerance and respect, and to ignite an attitude of inquiry and enthusiasm for learning that will enable students to become productive, responsible citizens.				
1.3 Acceptance of Agenda		Yes	Action	1 st R.Mahardy 2 nd K.Hubley / Yes 6 No 0 Abstain ____
2. PRESENTATIONS AND COMMITTEE REPORTS				
2.1 Administer Oath to Superintendent	District Clerk		Information	<i>M.Mroz administered the Oath to Superintendent of Schools</i>
The Oath: "I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of School Superintendent according to the best of my ability."				

2.2 Oath of Board Members	District Clerk		Information	<i>M.Mroz administered the Oath to Sara DeFazio and Abbie Taylor</i>
The Oath: "I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of <u>School Board Member</u> according to the best of my ability.				
2.3 Election of New President			Action	1 st R.Mahardy 2 nd A.Taylor / Yes 6 No 0 Abstain ____
<i>Robert Mahardy nominated Kristin Hubley for the position of President of the New York Mills Board of Education. Kristin Hubley accepted the nomination. There were no other nominations for the position of President of the New York Mills Union Free School District Board of Education.</i>				
<i>After roll call vote K. Hubley was elected President of the New York Mills Board of Education.</i>				
The Oath: "I do solemnly swear that I, Kristen Hubley will support the Constitution of the United States of America and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of School Board President according to the best of my ability				
2.4 Election of New Vice President			Action	1 st K. Hubley 2 nd _____ / Yes 6 No 0 Abstain ____
<i>Kristin Hubley nominated Robert Mahardy for the position of Vice President of the New York Mills Board of Education, S. King seconded nomination. Robert Mahardy accepted the nomination. There were no other nominations for the position of Vice President of the New York Mills Union Free School District Board of Education.</i>				
<i>After roll call vote R.Mahardy was elected Vice President of the New York Mills Board of Education.</i>				
The Oath: "I do solemnly swear that I, Robert Mahardy, Jr. will support the Constitution of the United States of America and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of School Board Vice President according to the best of my ability.				
2.5 Annual Board Appointments			Action	1 st R.Mahardy 2 nd S.King / Yes 6 No 0 Abstain ____
a. District Treasurer - Lisa Stamboly b. School Attorneys - Ferrara, Fiorenza PC c. Central Treasurer, Extra Activities Account – Kaylyn Clark d. Internal Claims Auditor - Christine Hurlbut				
2.6 Board Sub-Committees			Information	
Policy Committee – Finance Committee Survey& Communications Committee – Transportation Committee – Health & Safety Committee – Facilities Committee – SBI Committee –				
2.7 Action Consent items 2.8 through 2.14			Action	1 st R.Mahardy 2 nd J.Fennell / Yes 6 No 0 Abstain ____
<i>Action (Consent)</i>				

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member. 2.8 through 2.14

2.8 External District Auditor

Appoint: Bonadio & Company, LLC

2.9 403b Service Providers

Renew: OMNI Group Service Agreement

2.10 Financial Advisor

Appoint: R.G. Timbs, Inc.

2.11 Bond Council

Appoint: Timothy McGill

2.12 School Physician

Appoint: BOCES Physician Service

2.13 Lead Evaluators

Appoint M. Facci and D. DiSpirito as Lead Evaluators for Teachers and M. LaGase as Lead Evaluator for Principals and Teachers

2.14 Tax Collectors

Appoint Margaret Hardy, Whitestown and Oneida County, New Hartford

2.15 Action Consent items 2.16 through 2.27

Action

1st J.Fennell 2nd S.DeFazio / Yes 6 No 0 Abstain ____

Action (Consent)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member. 2.16 through 2.27

2.16 Authorization to Participate in the following Consortiums:

- a. Central New York School Employees Workers Compensation Plan
- b. Oneida-Herkimer-Madison Area Schools Property & Casualty Insurance Group
- c. Madison-Oneida-Herkimer Health Insurance Consortium
- d. Herkimer-Fulton-Hamilton-Otsego BOCES Disability Insurance Consortium

2.17 Sub-Committee on Special Education for K-12 School:

Mary Facci and O-H-M BOCES Special Education Chairperson

Special Education Teacher
Child's Guidance Counselor
Parent Member
Child's Special Education and/or Regular Education Teacher(s)
BOCES/School Social Worker
BOCES School Psychologist

2.18 Committee on Special Education:

Mary Facci and O-H-M BOCES Special Education Chairperson
Special Education Teacher
BOCES School Psychologist
BOCES/School Social Worker
Parent Member
BOCES School Physician Service
Child's Guidance Counselor
Child's Special Education and Regular Education Teacher(s)

2.19 Committee on Special Education for Pre-School Education:

Mary Facci and O-H-M BOCES Special Education Chairperson
Special Education Teacher
BOCES School Psychologist
BOCES/School Social Worker
Parent Member
BOCES School Physician Service
Preschool Teacher
Special Education Teacher of the child

2.20 District Specific List for Impartial Hearing Officers:

As maintained by the New York State Education Department Impartial Hearing Reporting System - On-Line

2.21 Resolution: New York Public Officers Law Section 18 (see attachment)

2.22 Community/School Organizations:

Parent Teacher Student Organization
Marauder Athletic Booster Club
School District Foundation

2.23 Annual Board Designations:

- a. Official Bank Depository - M&T Bank and Citizens Bank
- b. Investment Banks: Any bank deemed profitable by the District Treasurer
- c. Authorization Signatures on Checks: School Treasurer and Superintendent of Schools
- d. Authorized Signatures on Extra-Curricular Activities Account - K-12 Executive Principal's Secretary, District Treasurer, Superintendent of Schools
- e. Authorize Wire Transfers Up to \$2 million with the exception of Serial Bond Payments - District Treasurer
- f. Budget Transfers authorization - Superintendent of Schools or Treasurer as their designee
- g. Authorization Use of Credit Card - Superintendent of Schools

- h. Official Newspaper – Rome Daily Sentinel and Utica Observer Dispatch
- i. Medicaid Compliance Officer - Mary Facci

2.24 Annual Authorization:

- a. Certification of Payroll - Superintendent of Schools
- b. Establishment of K-12 Petty Cash Fund - \$300 Kaylyn Clark, custodian
- c. Purchasing Agent - Lisa Stamboly, School Treasurer
- d. Superintendent or his/her designee be authorized to make transfers of appropriations within the budget of each program or service per board policy
- e. Authorization for participation and payment of dues: School Boards Institute, Association of School Business Organization, New York State Council of School Superintendents and Rural Schools Association.
- f. Superintendent Conference Approval (local, state, and national)
- g. Mileage reimbursement rate: IRS reimbursement rate
- h. Staff/Curriculum Development: \$25 per hour and Tutorial and Home Bound Instruction \$28 per hour
- i. Ticket Taker/Scanner \$20/hour, Clock/Timer: \$35/Game, Announcer: \$35/game Site Supervisor: \$35/hour, Shot Clock or Scorebook: \$35/game, Event Staff/Security: \$25/hour, Athletic Trainer:\$35/hour. (Please see Section III Event Voucher for Section III Rates).
- j Records Retention Officer - Superintendent's Secretary
- k. Records Access Officer – District Clerk
- l. Asbestos LEA Designee – Custodial Supervisor
- m. Civil Rights, Title IX, ADA Coordinator and Sexual Harassment Compliance Officer - Superintendent of Schools or Designee
- n. Dignity Act Coordinators - Mary Facci, Executive Principal K-12
- o. Pesticide Application for Emergencies – Custodial Supervisor
- p. Data Privacy Officer - Superintendent of Schools

2.25 Bonds:

- a. District Treasurer, Lisa Stamboly - \$1,000,000
- b. District Clerk - \$100,000
- c. Central Treasurer, Kaylyn Clark - \$1,000,000

2.26 2024-2025 Tuition Rate:

100% of the State Education Department Formula (currently estimated K-6 - \$6,698.00; 7-12 - \$14,707.00 subject to change in November.)

2.27 Day and Time of Monthly Meeting:

**BOARD OF EDUCATION
MEETING DATES 2024-2025
Tuesday, July 9, 2024 (Reorganizational Meeting for 2024-25) (5:30pm)
Tuesday, August 6, 2024
Tuesday, September 10, 2024
Tuesday, October 1, 2024
Tuesday, November 5, 2024
Tuesday, December 3, 2024
Tuesday, January 7, 2025
Tuesday, February 4, 2025**

Tuesday, March 4, 2025 – Budget Workshop #1
Tuesday, March 18, 2025 – Budget Workshop #2 (if needed)
Tuesday, April 1, 2025 Adopt Budget for Vote
Tuesday, April 29, 2025 (Vote on BOCES Admin Budget)
Tuesday, May 6, 2025 - Public Budget Hearing (5:30pm)
Tuesday, May 20, 2025 (Budget Vote and BOE Election) (12:00pm – 8:00pm)
Tuesday, June 3, 2025
All meetings begin at 6:00 p.m. unless otherwise noted

(2025-26 Re-Organization Meeting scheduled for the 2nd Tuesday, of the month of July)

2.28 Re-adopt Board Policies and Code of Ethics			Action	1 st R.Mahardy 2 nd J.Fennell / Yes 6 No 0 Abstain ____
2.29 Career & Technical Education Advisory Council			Action	1 st S.DeFazio 2 nd S.King / Yes 6 No 0 Abstain ____
BOCES Council				
2.30 BOCES Cooperative Bids			Action	1 st J.Fennell 2 nd S.King / Yes 6 No 0 Abstain ____
Authorization for Participation Therein				
2.31 Mass Care Facility Usage			Action	1 st R.Mahardy 2 nd J.Fennell / Yes 6 No 0 Abstain ____
Authorization for Superintendent to Commit School District to a. Army Reserve b. American Red Cross				
2.32 Resolution to Approve Substitute Rates		Yes	Action	1 st S.DeFazio 2 nd A.Taylor / Yes 6 No 0 Abstain ____
3. CONSENT AGENDA				
3.1 Approval of 3.2 through 3.4		Yes	Action	1 st R.Mahardy 2 nd J.Fennell / Yes 6 No 0 Abstain ____
3.2 Business Office Reports		Yes	Action	1 st S.King 2 nd J.Fennell / Yes 6 No 0 Abstain ____

3.2a Budget Transfers		Yes	Action	1 st J.Fennell 2 nd A.Taylor / Yes 6 No 0 Abstain ____
3.3 CSE Reports		Yes	Action	1 st R.Mahardy 2 nd J.Fennell / Yes 6 No 0 Abstain ____
3.4 Approval of the Previous Minutes	June 4, 2024	Yes	Action	1 st S.King 2 nd J.Fennell / Yes 6 No 0 Abstain ____
4. OLD BUSINESS				
5. NEW BUSINESS				
5.1 Personnel Report		Yes	Action	1 st J.Fennell 2 nd S.DeFazio / Yes 6 No 0 Abstain ____
<i>S.King asked if the person in item #4 can also be listed in item #7, can someone accept a position when on leave? M.LaGase - Yes, because the position is not running concurrently while the person is on leave. This is for the fall and her leave will be over.</i>				
5.2 Resolution – Education Law 2-d OPT-IN Contract for the 2024-2025 School Year between Erie 1 BOCES and New York Mills UFSD		Yes	Action	1 st A.Taylor 2 nd S.King / Yes 6 No 0 Abstain ____
5.3 Resolution – Contract for the 2024-2025 School Year between Upstate Cerebral Palsy and New York Mills UFSD		Yes	Action	1 st J.Fennell 2 nd R.Mahardy / Yes 6 No 0 Abstain ____
5.4 Approval of the Audiology Contract for the 2024-2025 School Year between Citi BOCES and New York Mills UFSD		Yes	Action	1 st R.Mahardy 2 nd S.King / Yes 6 No 0 Abstain ____
5.5 Approval of the Contract between Industrial Appraisal Company and New York Mills UFSD		Yes	Action	1 st J.Fennell 2 nd R.Mahardy / Yes 6 No 0 Abstain ____
5.6 Approval of Contract for the ABA Assessment, Service and Training		Yes	Action	1 st S.DeFazio 2 nd A.Taylor / Yes 6 No 0 Abstain ____

Agreement between Kelberman Inc and New York Mills UFSD				
5.7 Resolution – Approval AS-7 Contract for the 2024-2025 School Year between Oneida-Herkimer-Madison BOCES and New York Mills UFSD		Yes	Action	1 st R.Mahardy 2 nd A.Taylor / Yes 6 No 0 Abstain ____
5.8 Resolution – Approval of the Contracted Service Agreement with R. G. Timbs, Inc. Financial Advisor Services for the 2024-2025 School Year		Yes	Action	1 st S.King 2 nd R.Mahardy / Yes 6 No 0 Abstain ____
5.9 Resolution – Approval AIA Document B101 – 2017 Standard Form Agreement between Teitsch-Kent-Fay Architects, PC and New York Mills UFSD		Yes	Action	1 st J.Fennell 2 nd S.King / Yes 6 No 0 Abstain ____
5.10 Non-Resident/Non-Tuition Students		Yes	Action	1 st S.King 2 nd J.Fennell / Yes 6 No 0 Abstain ____
5.11 Authorization for Approval of the 2024 – 2025 NYMUFSD District-wide School Safety Plan		Yes	Action	1 st S.DeFazio 2 nd A.Taylor / Yes 6 No 0 Abstain ____
5.12 Authorization for Approval of the District Code of Conduct for the 2024-2025 School Year		Yes	Action	1 st J.Fennell 2 nd S.King / Yes 6 No 0 Abstain ____
<i>S. King – just a quick note I think we might want to review this is in Policy and talk about a few things to update for next year.</i>				
5.13 Excise List for Bid/Sale or Disposal Library Books		Yes	Action	1 st S.DeFazio 2 nd A.Taylor / Yes 6 No 0 Abstain ____
6. K-12 REPORTS				
6.1 Executive Principal K-12	M. Facci		Information	
<i>M.Facci – presented a report on the regent’s exam results and discussed the master schedule timeline. Mrs. Hubley asked about comparison data from last year.</i>				

6.2 Interim Principal K-12	D. DiSprito		Information	
<i>D.DiSprito – We had a successful year end. We decided next year due to the length of the school year, we need to add more activities outside. Scheduling and lunches will remain the same for next year.</i>				
7. SUPERINTENDENT’S REPORT				
7.1 Enrollment Update	M. LaGase	Yes	Information	
7.2 Superintendent’s Update	M. LaGase		Information	
<i>M.LaGase - The last several weeks have been focused on end of reporting and close outs while simultaneously getting prepared for the 24-25 school year. I am pleased to announce the new calendar is ready to roll, the only thing we were waiting for were tonight’s officer positions so we can update the back cover. I will make sure BOCES has that information tomorrow and we should be well positioned to have the calendar out. I have been meeting with M.Facci, to take a critical look at the New York State Assessment results and where we have historically been and where we currently are. She will be holding Dept. meetings at the secondary level to take a look at what curriculum adjustments need to be made, and what extended day learning opportunities need to be enhanced to better serve our students. We are looking very closely at 4 year planning and course completion as well as credit recovery much sooner. I have also met with Mr. Waterman specifically and reviewed some of the changes I would like to see on the master schedule. Course sequencing has been cleaned up to be more efficient. I have charged M. Facci and D. DiSprito with working together to create more vertical alignment with 6th and 7th grade transitioning. Also, we have had some very pointed conversations about trying to build the faculty into a more cohesive K-12 faculty. In terms of parent communication, we will stick with School Messenger for inclement weather and emergencies for the entire school year, but may look to transition to Parent Square this January for some of the non-emergency items as a soft opening for parents and the community. We also use freckle for K-8, I have asked the MORIC to get me a quote for I-Ready, which is a more comprehensive program that will target some students subset skills and under-performing areas so we will look at the cost effectiveness of it and if it falls within the budget we may be moving to the I-ready Platform because I believe it will better serve the students. S.DeFazio spoke on the upcoming changes for the Blue Ribbon Commission in November.</i>				
8. COMMUNICATIONS				
8.1 From the Floor -	District Clerk	Yes	Information	
Persons wishing to speak should first be recognized by the President, then identify themselves, any organization they may be representing at the meeting, and the agenda topic or other matter of public concern about our schools that they wish to discuss. Topics must be addressed one at a time with each individual's comments limited to three (3) minutes for a total of twelve (12) minutes designated for the public comment agenda item.				
8.2 Board Discussion	BOE		Discussion	
<i>S.King - Congratulations to Kristin as President and Rob as Vice President. I look forward to an exciting year. K.Hubly wanted to comment there were 3 teachers retiring this year, Mrs. Dziekan, Mrs. Sacco and Mrs. Zogby and just wanted to acknowledge them and all the work they have done in the school district.</i>				
9. EXECUTIVE SESSION - (If Needed)	BOE		Time: _____	1 st _____ 2 nd _____ / Yes ___ No___ Abstain ___

9.1 Return to General Session	BOE		Time: _____	1 st _____ 2 nd _____ / Yes ___ No___ Abstain ___
10. ADJOURNMENT				
10.1 Adjournment			Time: 6:10 pm	1 st S.King 2 nd A.Taylor / Yes 6 No 0 Abstain ___
<p>**§105. Conduct of executive sessions.</p> <p>1. Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:</p> <p>a. matters which will imperil the public safety if disclosed;</p> <p>b. any matter which may disclose the identity of a law enforcement agent or informer;</p> <p>c. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;</p> <p>d. discussions regarding proposed, pending or current litigation;</p> <p>e. collective negotiations pursuant to article fourteen of the civil service law;</p> <p>f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;</p> <p>g. the preparation, grading or administration of examinations; and</p> <p>h. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.</p> <p>2. Attendance at an executive session shall be permitted to any member of the public body and any other persons authorized by the public body.</p>				