

REMSEN CENTRAL SCHOOLBOARD OF EDUCATION  
RE-ORGANIZATIONAL MEETING & REGULAR MEETING  
JULY 12, 2022

MINUTES

MEMBERS PRESENT: Mary Lou Allen, Brian Parent, Stephanie Karis, Jeannie Scouten, and Patrick Nolan arrived at 6:46 p.m.

MEMBERS ABSENT: None

OTHERS PRESENT: Timothy Jenny, Gary Winghart, Sanya Pelrah, John McKeown, Olivia Woolheater, Dale Dening, Kevin Roberts, Adam DeGrace, and Kelly Runninger.

Annual reorganizational meeting called to order by Timothy Jenny, Superintendent of Schools, at 6:00 p.m. Pledge of Allegiance recited by all.

The Oath of Faithful Performance in Office was administered to new District Clerk, Olivia Woolheater by Mr. Timothy Jenny, Superintendent.

The Oath of Faithful Performance in Office was administered to newly elected board member, Mary Lou Allen (5 years) by Ms. Woolheater, District Clerk.

The Oath of Faithful Performance in Office was administered to the Superintendent of Schools, Timothy Jenny, by Ms. Woolheater, District Clerk.

Motion by Stephanie Karis, second by Jeannie Scouten to nominate Mary Lou Allen as Board President. No other nominations for President.

4 yes, 0 no

Motion by Mary Lou Allen, second by Jeannie Scouten to nominate Stephanie Karis as Board Vice President. No other nominations for Vice President.

4 yes, 0 no

Oath of Faithful Performance in Office administered to Board President and Board Vice President.

Disclosure of Interest in Matters Before the Board. A member of the Board of Education and any officer or employee of the district, whether paid or unpaid, must publicly disclose the nature and extent of any interest they or their spouse have, will have or later

acquire in any actual or proposed contract, purchase agreement, lease agreement or other agreement involving the school district (including oral agreements), to the governing body and his/her immediate supervisor (where applicable) even if it is not a prohibited interest under applicable law. Such disclosure must be in writing and made part of the official record of the school district. Disclosure is not required in the case of an interest that is exempted under Section 803(2) of the General Municipal Law. The term “interest” means a pecuniary or material benefit accruing to an officer or employee.

There were no disclosures of interest in matters before the Board declared by any member.

Motion by Brian Parent, second by Jeannie Scouten:

“RESOLVED, that the Board of Education appoint the following officers for the period July 1, 2022– June 30, 2023: District Clerk, Olivia Woolheater, with John McKeown to act in the absence thereof; School Business Administrator, John McKeown, with Superintendent to act in the absence thereof; Tax Collector – Robin Hajdasz and Internal Claims Auditor, Mary Jane Keener.”

4 yes, 0 no

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that School Business Administrator be authorized to invest school district funds, in accordance with Education Law and other pertinent regulations for the period July 1, 2022 - June 30, 2023.”

4 yes, 0 no

Motion by Stephanie Karis, second by Brian Parent:

“RESOLVED, that Adirondack Bank issue two (2) district credit cards, each with a limit of \$1,500.00 for the Superintendent of Schools and School Business Administrator.”

4 yes, 0 no

Motion by Stephanie Karis, second by Jeannie Scouten:

“RESOLVED, that Adirondack Bank be approved as district bank depository for the period of July 1, 2022 – June 30, 2023.”

4 yes, 0 no

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that a petty cash fund up to the amount of \$100.00 be authorized. The School Business Administrator is appointed to oversee these funds.”

4 yes, 0 no

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Rome Sentinel be designated as the official district newspaper for the period of July 1, 2022– June 30, 2023.”

4 yes, 0 no

Motion by Brian Parent, second by Jeannie Scouten:

“RESOLVED, that the regular business meeting of the Board of Education will be held on the second Tuesday of each month at 6:00 p.m. in the Elementary Media Center (July and August meetings in the JSHS Media Center) with special meetings called as necessary, for the period July 1, 2022 - June 30, 2023, with exceptions which must be published in advance according to the Open Meetings Law. The Board of Education meeting schedule for 2022-2023 was approved at the June 14, 2022 meeting.”

4 yes, 0 no

Motion by Stephanie Karis, second by Brian Parent:

“RESOLVED, that any two (2) of the following four persons be authorized to sign extra-curricular checks: Mary Jane Keener, Extra-Curricular Treasurer, John McKeown, School Business Administrator, Sanya Pelrah, Jr/Sr. Principal or Timothy Jenny, Superintendent of Schools, for the period of July 1, 2022 - June 30, 2023.”

4 yes, 0 no

Motion by Jeannie Scouten, second by Brian Parent:

“RESOLVED, that the Board of Education authorizes the single signature of the School Business Administrator, or Superintendent of Schools on all district checks for the payment of all salaries, bills, expenses, obligations, and liabilities of the Remsen Central School District.”

4 yes, 0 no

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Board of Education appoint the following as the Remsen Central School Committee on Special Education for the period of July 1, 2022 - June 30, 2023: Fay Harper or designee of CSE Chairperson, as CSE Chairperson; Timothy Jenny, Sanya Pelrah or Gary Winghart, Administrator; Special Education Teacher; General Education Teacher when appropriate; parent member upon request; Dr. Christopher Alinea, school physician, upon request, and Fay Harper, School Psychologist.”

4 yes, 0 no

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Board of Education appoint the following as the Remsen Central School Committee on Preschool Special Education for the period of July 1, 2022– June 30, 2023: Fay Harper or designee by CPSE Chairperson, as CPSE Chairperson; Representative from evaluating agency; child’s teacher (if child has one); parent member upon request; County Representative (invited); and Licensed or Certified professional from the Department of Health's Early Intervention Program if child is transitioning from the Early Intervention Program from County of Child’s Residence; and BOCES Pre-School Coordinator.”

4 yes, 0 no

Motion by Jeannie Scouten, second by Brian Parent:

“RESOLVED, that the Board of Education appoint New York State Education Department approved individuals as Impartial Hearing Officers for the period July 1, 2022 - June 30, 2023.”

4 yes, 0 no

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Superintendent is authorized to certify payroll during the period of July 1, 2022– June 30, 2023.”

4 yes, 0 no

Motion by Jeannie Scouten, second by Stephanie Karis:

“RESOLVED, that the Superintendent is authorized to approve workshops and conferences and horizontal promotion credit hours for staff members during the period of July 1, 2022– June 30, 2023.”

4 yes, 0 no

Motion by Stephanie Karis, second by Brian Parent:

“RESOLVED, that the Superintendent is authorized to make application to Federal Aided Programs during the period of July 1, 2022 – June 30, 2023.”

4 yes, 0 no

Motion by Brian Parent, second by Jeannie Scouten:

“RESOLVED, that an employee blanket bond be provided in the amount of \$1,000,000.00 on employees responsible for handling school district funds with an additional \$1,000,000.00 for the School Business Administrator and tax collector during the period of July 1, 2022 – June 30, 2023.”

4 yes, 0 no

A Single motion by Stephanie Karis, second by Jeannie Scouten:

“RESOLVED, that West & Co., Accountants, be appointed as independent auditors for the period of July 1, 2022 – June 30, 2023.”

“RESOLVED, that Kohn & Moseman of Remsen, N.Y. and the firm of Ferrara Fiorenza PC, of Syracuse, N.Y. as school attorneys for the period of July 1, 2022 -June 30, 2023.”

“RESOLVED, that Timothy McGill, Esq. be appointed as bond counsel for the period July 1, 2022 - June 30, 2023.”

“RESOLVED, that R.G. Timbs, Inc., be appointed as fiscal advisor for the period July 1, 2022 – June 30, 2023.”

“RESOLVED, that King & King be appointed as school architects for the period July 1, 2022 - June 30, 2023.”

“RESOLVED, that Mary Jane Keener be appointed as Extra-Curricular Treasurer for the period July 1, 2022 – June 30, 2023 at a stipend per contract with Remsen Teachers Association.”

“RESOLVED, that Timothy Jenny be appointed attendance officer for the period of July 1, 2022 – June 30, 2023.”

“RESOLVED, that Deborah Geci be appointed to the position of Purchasing Agent, with the Superintendent, Timothy Jenny, to act in the absence thereof, for the period of July 1, 2022 – June 30, 2023.” The Superintendent and School Business Administrator will be the authorized representatives designated to enter into contracts with vendors.

“RESOLVED, that Christopher Alinea, M.D., be appointed school physician for the period of July 1, 2022 – June 30, 2023.”

“RESOLVED, that Olivia Woolheater, District Clerk, be appointed Records Access Officer for the period of July 1, 2022 – June 30, 2023.”

“RESOLVED, that the Superintendent of Schools, Timothy Jenny, be appointed Records Management Officer for the period of July 1, 2022– June 30, 2023.”

“RESOLVED, that Kevin Roberts be appointed Asbestos Designee for the period of July 1, 2022 – June 30, 2023

“RESOLVED, that Gary Winghart and Sayna Pelrah be appointed Title IX Compliance Officers for the period July 1, 2022 - June 30, 2023.”

“RESOLVED, that the Board of Education appoint Emily Laurey (Elementary) and Kathleen Nebush (High School) as DASA Coordinators for the 2022-2023 school year.”

“RESOLVED, that the Board of education appoint Gary Winghart, as Technology Integration Leader for the 2022-2023 school year with an annual stipend in the amount of \$3,000.”

“RESOLVED, that the Board of Education appoint Amanda Arruda as substitute caller with an annual stipend in the amount of \$4,000.00.”

“RESOLVED, that the Board of Education appoint Sanya Pelrah as District Data Leader and Data Security Officer for the 2022-2023 school year at an annual stipend of \$3,000.”  
4 yes, 0 no

A Single motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the rate for approved mileage during the period of July 1, 2022 – June 30, 2023 for district employees will be the IRS standard mileage rate.”

“Be it RESOLVED, that the Board of Cooperative Educational Services, Box 70, New Hartford, N.Y., will represent Remsen Central School in the cooperative bidding process for the period July 1, 2022 - June 30, 2023 and be it further

RESOLVED, that the Remsen Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of certain commodities, and, be it further RESOLVED, that the Remsen Board of Education agrees to assume its equal share of the costs of the cooperative bidding and, be it further RESOLVED, that the Remsen Board of Education agrees:

- (1) to abide by the majority decision of the participating districts of quality standards;
- (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3)
- that after the award of the contracts, it will conduct all negotiations directly with the successful bidders.”

“RESOLVED, that the Board of Education re-adopt all policies in effect during the previous school year for the period July 1, 2022 - June 30, 2023.”

“RESOLVED, that rates for substitute teachers for the period July 1, 2022 - June 30, 2023 will be as follows: \$100.00/day for uncertified substitute with a 2-year degree; \$110.00/day for uncertified substitute with a 4-year degree; \$140.00/day for certified substitute; and \$150.00/day for a retired Remsen teacher.”

“RESOLVED, that rates for substitute school nurses for the period July 1, 2022 - June 30, 2023 will be \$18.20/hr. for Registered Nurse.”

“RESOLVED, that the hourly rate for tutors for the period July 1, 2022 - June 30, 2023 will be \$16.00 per hour for non-certified teachers and \$32.00 per hour for certified teachers.”

“RESOLVED, that the Board of Education approve the following hourly rates for non-instructional positions for the period July 1, 2022 - June 30, 2023 as follows:

Field Trips and Extra- Curricular Bus Runs	\$19.24
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Substitute Bus Driver	\$18.22
Substitute Monitor	\$13.20
Substitute Cleaner	\$13.20
Substitute Teacher Aide	\$13.20
Substitute Teacher Assistant	\$13.20
Substitute Clerical Worker	\$13.20
Substitute Mechanic	\$13.20
Substitute Bus Attendant	\$13.20
Substitute Grounds Worker	\$13.20

Student Breakfast and Lunch Prices – Are yet to be determined for the 2022-2023 school year.

“WHEREAS, Part 174 of the Commissioner’s Regulations prescribes the methodology to be used by public school districts in determining the tuition rate to be charged for a non-resident pupil attending a public school district and the State Education Department produces a Non-Resident Tuition Output Report of tuition rates annually to be used for billing purposes. Therefore,

BE IT RESOLVED, that the Board of Education of the Remsen Central School District adopt the tuition rates as stated on the State Education Department Non-Resident Tuition Output Report, to be used for billing purposes in accordance with Part 174 of the Commissioner’s Regulations.”

“RESOLVED, that the Board of Education appoint Kathleen Nebush, School Counselor, as District Liaison for the Education of Homeless Children and Youth.”

“RESOLVED that, Timothy Jenny, the Superintendent of Schools, be appointed as the representative to serve on the Oneida County Shared Services Panel for 2022-2023.”

4 yes, 0 no

A Single motion by Brian Parent, second by Jeannie Scouten:

“RESOLVED, that the Board of Education approve minutes from meeting held June 14, 2022.”

“RESOLVED, that the Board of Education approve warrants for payment; accept Treasurer’s Report and Budget Status Report for period ended May 31, 2022; and accept Revenue Budget Status Report and Appropriation Status Report.”

4 yes, 0 no

No Public Participation.

Elementary Principal’s Report given by Gary Winghart included the following items:

- **Sixth Grade Graduation** - held June 23<sup>rd</sup>. Twenty-nine sixth graders graduated and were celebrated by faculty, staff, family, and friends. Students received awards and shared stories from their time in the elementary.
- **Kindergarten Celebration** - held on June 22<sup>nd</sup>. Kindergarten students celebrated with their friends and family and shared a few of their favorite songs with the audience.
- **Trimester 3 Evening of Excellence** - held on June 17<sup>th</sup>. Students received awards for receiving Honor Roll, High Honor Roll, Good Citizenship, and Soaring to Success.
- **Career Day** - held on June 17<sup>th</sup>. Students were able to travel from classroom to classroom to learn about different careers. Students learned about photography, emergency medical services, construction, music production, farming, and so much more.
- **Olympic Day** - held on June 21<sup>st</sup>. Mr. Jones planned a variety of fun and exciting outdoor activities for the students.
- **Summer Work** – Mr. Roberts and his team will be working very hard to make sure that the building is prepared for the start of the school year.

High School Principal's Report given by Sanya Pelrah included the following:

- **Staffing Updates** – Mrs. DiNitto has begun her new role in the High School in the main office. Interviews are underway to fill the additional positions in the High School.
- **Feedback** – At the end of the year Sanya Pelrah asked for feedback from staff on herself so she can use the information to continue improving and growing.
- **Culture and Climate** – the 123<sup>rd</sup> Annual Commencement occurred on June 24<sup>th</sup> at 7:00 p.m. in the high school gym. Diplomas, awards, and scholarships were presented. The ceremony concluded with a receiving line at the front of the school, refreshments, and families conversing and taking photos.

Athletic Director's Report given by Dale Denning included the following:

- **Updates on Equipment from Ed Wadas Foundation** - The new pole vault pit has arrived. The new high jump pit will be delivered late this summer.
- **Summer Camps** –
  - The RCS Volleyball program will be hosting a volleyball camp in August from the 8<sup>th</sup> to the 11<sup>th</sup> during the day.
  - The boys' varsity soccer coach, Sean Hamlin, has been hosting Soccer Sunday's at 10 a.m. This is open for boys and girls in grades 7-12.
  - John Bunker is directing two camps for motivation and physical fitness development during a week in July and a week in August. This is open for all students 4-12

Facilities Report given by Kevin Roberts included the following items:

- **Capital Outlay Project – Phase IIB** – The High School stage curtains rigging replacement was completed.
- **2022 Capital Outlay Project** – The renovation of the old High School boy's locker room into a storage room has been completed. HVAC controls still need to be installed.

- **2023 Capital Outlay Project** – The 2023 Capital Outlay Project is to replace Elementary Building Intermediate Wing student lockers. Also included in this project is floor work and wall painting.
- **NYSED Building Condition Surveys** – There has been extensive walk throughs of all the buildings and grounds. Inspections have been completed.
- **Day to Day Operations** – Throughout the summer months, the staff are in full swing into summer cleaning, repairs, and renovations.

Transportation Report given by Adam DeGrace included the following:

- **Bus Inspections** – There are inspections approaching on July 15<sup>th</sup> 2022 on buses 10, 89, 92, and 12.
- **Bus Fleet Updates** – The fleet is in great condition. Currently working on undercoating and the Summer Maintenance Program.
- **Bus Driver News** – The driver trainee is going well. She has completed the classroom instruction and closed course driver training.

Motion by Brian Parent, second by Jeannie Scouten:

“RESOLVED, that the Board of Education adopt the Remsen Central School Code of Conduct 2022-2023.”

4 yes, 0 no

Motion by Stephanie Karis, second by Brian Parent:

“RESOLVED, that the Board of Education adopt the Remsen Central School Athletic Code of Conduct 2022-2023.”

4 yes, 0 no

Motion by Stephanie Karis, second by Jeanie Scouten:

“RESOLVED, that the Board of Education adopt the Remsen Central School District Wide Safety Plan 2022-2023.”

4 yes, 0 no

Motion by Patrick Nolan, second by Stephanie Karis:

“RESOLVED, that the Board of Education accept recommendations of the Committee on Special Education from meetings held on June 10 and June 16, 2022 and accept recommendations of the Committee on Preschool Special Education from meeting held, June 22, 2022.”

4 yes, 0 no

Motion by Brian Parent, second by Patrick Nolan:

“WHEREAS, Section 30-2.9 of the rules of the NYS Board of Regents requires certification of Lead Evaluators for the purpose of conducting evaluations of teachers and principals in accordance with the requirements of Section 3012-d of the NYS Education Law, which governs annual professional performance reviews; and

WHEREAS, the individuals identified below have successfully completed the training requirements prescribed under Section 30-2.9(b) of the Rules of the NYS Board of Regents; now, therefore:

BE IT RESOLVED, that the Board of Education does hereby certify that the following individuals have successfully met the requirements prescribed by the NYS Board of Regents as qualified lead evaluators:

1. Timothy Jenny
2. Gary Winghart
3. Sanya Pelrah

Unanimous vote

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Board of Education approve the request to allow one student to be considered as an independent athlete in the sport of Varsity Gymnastics for the fall of 2022 sports season with all fees, expenses, and transportation provided by the parents of said athlete.”

Unanimous vote

Motion by Stephanie Karis, second by Patrick Nolan.

“RESOLVED, that the Board of Education declares the following items as surplus, pole vault mats and weather cover, high jump mats and weather cover, and two standards (high jump) with a cross bar.”

Unanimous vote

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Board of Education approve the Modified Track program for 2022-2023.”

Unanimous vote

Motion by Stephanie Karis, second by Jeannie Scouten:

“RESOLVED, that pursuant to the Education Law Section 304(6)(b) that more than six months have elapsed since the school board election and budget votes: and there have been no challenges or proceedings commenced; that the Board of Education of the Remsen Central School District hereby authorizes the District Clerk to destroy official ballots cast, spoiled, and unused for the following election dates: May 15, 2007; July 24, 2007; May 20, 2008; May 19, 2009; May 18, 2010; May 17, 2011; May 15, 2012; May 21, 2013; June 18, 2013; May 20, 2014; May 19, 2015; December 13, 2016 Capital Project/EPC; May 16, 2017; May 15, 2018; May 21, 2019 and May 19, 2021.”

Unanimous vote

Motion by Brian Parent, second by Patrick Nolan:

“RESOLVED, that the Board of Education approve the action to abolish the Civil Service Title, Account Clerk Typist, because the position has become obsolete.”

Unanimous vote

Motion by Stephanie Karis, second by Patrick Nolan:

“RESOLVED, that the Board of Education appoint extra-curricular coaches and advisors and extra-duty appointments for the 2022-2023 school year:

**Extra-Curricular Coaches**

Cross Country	Fay Harper
Boys’ Modified Soccer	Scott Jones
Girls’ Modified Soccer	Jamie Dening
Varsity Volleyball	Amy Piaschyk
Indoor Track	John Bunker
Girls’ Modified Basketball	Katey Secor w/ Volunteer Assistant Coach Shannon Meeker
Cheerleading	Katie Runniger
Varsity Softball	John Glass
Girls’ Varsity Track	Dan O’ Bryan
Boys’ Varsity Track	John Bunker
Varsity Golf	Katey Secor
Modified Softball	Michele Izzo
Modified Volleyball	Jodi Richard

**Extra-Curricular Advisors**

12th Grade Advisor	Michele Izzo/Jamie Dening (split stipend)
11 <sup>th</sup> Grade Advisor	John Bunker
FFA	Rayne Ives
HS Drama Club	Anthony Dangler/Carlleen Taylor (split stipend)
Yearbook	Carlleen Taylor
HS Student Council	Lauren Carpenter
Mathletics	Lauren Carpenter
National Honor Society	Melissa Obernesser
International Club	Laura Boyd/Michele Izzo (split stipend)
Mock Trial / UN	Nicole Brockway
Diversity Club	Carlleen Taylor
CTE/Work Based Learning Coordinator	Rayne Ives
Ski Club Grades 5-12	Richard Gallo
Elementary STEAM Club	Amy Piaschyk
Elementary Student Council	Kelly Runniger/Janell Tavenner (split stipend)

**Extra-Duty Positions**

Athletic Director	Dale Dening
Extra-Curricular Treasurer	Mary Jane Keener
Internal Claims Auditor	Mary Jane Keener

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Board of Education appoint Jim Wilder as the Girls’ Varsity Soccer Coach for the 2022-2023 year.”

Unanimous vote

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Board of Education appoint Sean Hamlin as the Boys’ Varsity Soccer Coach for the 2022-2023 year.”

Unanimous vote

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Board of Education approve unpaid leave half-day for Jamie Dening on June 24, 2022 in order to attend an athletic opportunity for her daughter.”

Unanimous vote

Motion by Jeannie Scouten, second by Stephanie Karis:

“RESOLVED, that the Board of Education appoint Joshua Burkett to the position of Substitute Cleaner at the hourly rate of \$13.20, effective July 13, 2022, pending fingerprint clearance.”

Unanimous vote

Motion by Stephanie Karis, second by Brian Parent:

“RESOLVED, that the Board of Education appoint Olivia Woolheater, of Remsen NY, to the position of District Clerk retroactive to July 1, 2022.”

Unanimous vote

Motion by Brian Parent, second by Patrick Nolan:

“RESOLVED, that the Board of Education approve hourly pay rate for Joseph Giswold, Custodian, at \$18.00 an hour effective July 1, 2022 and will be subject to the annual increases stipulated in the CSEA collective bargaining agreement thereafter.”

Unanimous vote

Soaring to Success – Board of Education Roundtable Remarks

Mary Lou Allen thanked the administration, custodians, and teachers for the wonderful graduation ceremony that took place on June 24<sup>th</sup>.

Stephanie Karis gave positive feedback about the school year and praised the Boys’ Varsity Soccer Coach, Sean Hamlin, for his hard work and dedication towards the team.

Jeannie Scouten reflected on what a positive and successful year it was at Remsen.

Patrick Nolan praised the summer camps and how it is a nice opportunity for students.

Brian Parent also talked positively about the summer camps and gave thanks to the custodians and ground workers on the beautiful campus that they all maintain.

Mr. Tim Jenny gave appreciation towards the graduation ceremony and a thank you to all of the staff that helped make it possible. He also gave thanks to Kevin and the custodial staff for setting up all of the end of the year events. Mr. Tim Jenny thanked the Remsen PTG for the elementary lunch at the end of the year. He welcomed the new District Clerk, Olivia Woolheater.

Lastly he thanked the entire Remsen team for another great year.

Motion by Jeannie Scouten, second by Stephanie Karis to adjourn the meeting at 7:12 PM.