

REMSEN CENTRAL SCHOOLBOARD OF EDUCATION
RE-ORGANIZATIONAL MEETING & REGULAR MEETING
HIGH SCHOOL MEDIA CENTER
TUESDAY, JULY 11, 2023 - 6:00 P.M.
SUPERINTENDENT'S MEMORANDUM

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

The Oath of Faithful Performance in Office will be administered to newly elected board member, Tara Kennerknecht (5 years) by Ms. Woolheater, District Clerk.

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

Nomination of President and Vice President - Following the nomination and election of the Board President and Vice President, the oath of faithful performance in office will be administered to them.

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.

- 1.0 Annual District Appointments. RECOMMENDED ACTION: A single motion to appoint the following officers for the period July 1, 2023 - June 30, 2024:
 - 1.1 District Clerk, Olivia Woolheater, with John McKeown to act in the absence thereof
 - 1.2 School Business Administrator, John McKeown, with Superintendent to act in the absence thereof
 - 1.3 Tax Collector – “RESOLVED, that the Board of Education appoint Robin Hajdasz, as Tax Collector for the 2023-2024 school year with an annual stipend in the amount of \$3,000.”
 - 1.4 Internal Claims Auditor, Mary Jane Keener

- 2.0 Annual District Authorizations and Designations. RECOMMENDED ACTION : Motion to authorize and designate the following:
- 2.1 Authorization for School Business Administrator to Invest Money:
"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, 2023 - June 30, 2024."
 - 2.2 "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. '
 - 2.3 Bank Depository: "RESOLVED, that Adirondack be approved as district bank depository for the period of July 1, 2023 - June 30, 2024."
 - 2.4 Establishment of Petty Cash Fund: "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."
 - 2.5 Official Newspaper: "RESOLVED, that the Rome Sentinel be designated as the official district newspaper for the period of July 1, 2023 - June 30, 2024."
 - 2.6 Meeting Dates and Times: "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, August, September, and June meetings in the JSHS Media Center) with special meetings called as necessary, for the period July 1, 2023 - June 30, 2024, with exceptions which must be published in advance according to the Open Meetings Law. The Board of Education meeting schedule for 2023-2024 was approved at the April 25, 2023 meeting."
 - 2.7 Signatures: Extra-Curricular Account: "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, Sayna Pelrah, Jr/Sr. Principal or Timothy Jenny, Superintendent of Schools, for the period of July 1, 2023 - June 30, 2024."
 - 2.8 Signatures: District Accounts: "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."

- 2.9 Designation of Committee on Special Education: "RESOLVED, that the Board of Education appoint the following as the Remsen Central School Committee on Special Education for the period of July 1, 2023 - June 30, 2024: Fay Harper or designee of CSE Chairperson, as CSE Chairperson; Timothy Jenny, Sayna 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."
- 2.10 Designation of Committee on Preschool Special Education: "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, 2023 - June 30, 2024: 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."
- 2.11 Impartial Hearing Officers - "RESOLVED, that the Board of Education appoint New York State Education Department approved individuals as Impartial Hearing Officers for the period July 1, 2023 - June 30, 2024."
- 2.12 Authorization for Superintendent to Certify Payroll: "RESOLVED, that the Superintendent is authorized to certify payroll during the period of July 1, 2023 - June 30, 2024."
- 2.13 Authorization for the Superintendent to Approve Workshops and Conferences: "RESOLVED, that the Superintendent is authorized to approve workshops, meetings, conferences and horizontal promotion credit hours for staff members during the period of July 1, 2023 - June 30, 2024."
- 2.14 Authorization for the Superintendent to Apply for Federal Aid Programs: "RESOLVED, that the Superintendent is authorized to make application to Federal Aided Programs during the period of July 1, 2023 - June 30, 2024."
- 2.15 Employee Blanket Bond: "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, 2023 - June 30, 2024."
- 3.0 Other Appointments. RECOMMENDED ACTION: A single motion to appoint the following:

- 3.1 Independent Auditors: "RESOLVED, that West & Co., Accountants, be appointed as independent auditors for the period of July 1, 2023 - June 30, 2024."
- 3.2 School Attorneys - "RESOLVED, that Kohn & Moseman of Remsen, N.Y., the firm of Ferrara Fiorenza PC, of Syracuse, N.Y., and the Firm of Girvin and Ferlazo, PC. of Albany, N.Y. as school attorneys for the period of July 1, 2023 - June 30, 2024."
- 3.3 Bond Counsel - "RESOLVED, that Timothy McGill, Esq. be appointed as bond counsel for the period July 1, 2023 - June 30, 2024."
- 3.4 Fiscal Advisor - "RESOLVED, that R.G. Timbs, Inc., be appointed as fiscal advisor for the period July 1, 2023 - June 30, 2024."
- 3.5 School Architects - "RESOLVED, that King & King be appointed as school architects for the period July 1, 2023 - June 30, 2024."
- 3.6 Extra-Curricular Treasurer: - "RESOLVED, that Mary Jane Keener be appointed as Extra-Curricular Treasurer for the period July 1, 2023 - June 30, 2024 at a stipend per contract with Remsen Teachers Association."
- 3.7 Attendance Officer: "RESOLVED, that Timothy Jenny be appointed attendance officer for the period of July 1, 2023 - June 30, 2024."
- 3.8 Purchasing Agent: - "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, 2023 - June 30, 2024." The Superintendent and School Business Administrator will be the authorized representatives designated to enter into contracts with vendors.
- 3.9 School Physician: - "RESOLVED, that Christopher Alinea, M.D., be appointed school physician for the period of July 1, 2023 - June 30, 2024."
- 3.10 Records Access Officer: - "RESOLVED, that Olivia Woolheater, District Clerk, be appointed Records Access Officer for the period of July 1, 2023 - June 30, 2024."
- 3.11 Records Management Officer: - "RESOLVED, that the Superintendent of Schools, Timothy Jenny, be appointed Records Management Officer for the period of July 1, 2023 - June 30, 2024."

- 3.12 Asbestos Designee: - "RESOLVED, that Kevin Roberts be appointed Asbestos Designee for the period of July 1, 2023 - June 30, 2024."
- 3.13 Title IX Compliance Officers: - "RESOLVED, that Gary Winghart and Sanya Pelrah be appointed Title IX Compliance Officers for the period July 1, 2023 - June 30, 2024."
- 3.14 DASA Coordinators: "RESOLVED, that the Board of Education appoint Emily Laury (Elementary) and Kathleen Nebush (High School) as DASA Coordinators for the 2023-2024 school year."
- 3.15 Technology Integration Leader - "RESOLVED, that the Board of Education appoint Gary Winghart, as Technology Integration Leader for the 2023-2024 school year with an annual stipend in the amount of \$3,000."
- 3.16 Substitute Caller - "RESOLVED, that the Board of Education appoint Amanda Kerr as substitute caller with an annual stipend in the amount of \$4,000.00."
- 3.17 District Data Leader and Data Security Officer - "RESOLVED, that the Board of Education appoint Sanya Pelrah as District Data Leader and Data Security and Privacy Officer for the 2023-2024 school year at an annual stipend of \$3,000."
- 3.18 CSE Secretarial Responsibilities - "RESOLVED, that the Board of Education compensate Olivia Woolheater with an annual stipend of \$3,000 for assuming additional CSE secretarial responsibilities."
- 4.0 Other Items. RECOMMENDED ACTION: A single motion to authorize the following:
- 4.1 Mileage Rate: "RESOLVED, that the rate for approved mileage during the period of July 1, 2023 - June 30, 2024 for district employees will be the IRS standard mileage rate."
- 4.2 Authorization for Cooperative Bidding: "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, 2023 - June 30, 2024 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.

4.3 Re-Adoption of All Board of Education Policies: "RESOLVED, that the Board of Education re-adopt all policies in effect during the previous school year for the period July 1, 2023 - June 30, 2024."

4.4 Substitute Teacher Rates - "RESOLVED, that rates for substitute teachers for the period July 1, 2023 - June 30, 2024 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."

4.5 Substitute School Nurse Rates - "RESOLVED, that rates for substitute school nurses for the period July 1, 2023 - June 30, 2024 will be \$18.20/hr. for Registered Nurse and \$21.00 per hour for Retired Remsen Certified RN Nurse Substitutes."

4.6 Substitute Tutoring Rates - "RESOLVED, that the hourly rate for tutors for the period July 1, 2023 - June 30, 2024 will be \$16.00 per hour for non-certified teachers and \$32.00 per hour for certified teachers."

4.7 Non-Instructional Substitute Rates - RESOLVED, that the Board of Education approve the following hourly rates for non-instructional positions for the period July 1, 2023 - June 30, 2024 as follows:

Substitute Bus Driver	\$18.22
Substitute Monitor	\$14.20
Substitute Cleaner	\$14.20
Substitute Teacher Aid	\$14.20
Substitute Clerical Worker	\$14.20
Substitute Mechanic	\$14.20
Substitute Bus Mechanic	\$14.20
Substitute Bus Attendant	\$14.20
Substitute Grounds Worker	\$14.20
Retired Remsen Bus Driver Substitute	\$20.00
Retired Remsen Custodian Substitute	\$16.50

- 4.8 Student Breakfast and Lunch Prices — “RESOLVED, that the student breakfast and lunch will be free for all students’ Pre-K through 12th Grade for the 2023-2024 School year, under the Community Eligibility Provision.”
- 4.9 Non-Resident Pupil Tuition - "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 Nonresident 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.
- 4.10 Liaison Designation - RECOMMENDED ACTION - "RESOLVED, that the Board of Education appoint Kathleen Nebush, School Counselor, as District Liaison for the Education of Homeless Children and Youth.
- 4.11 Representative Appointment — RECOMMENDED ACTION — Approve the following: "RESOLVED that, Timothy Jenny, the Superintendent of Schools, be appointed as the representative to serve on the Oneida County Shared Services Panel for 2023-2024."
- 5.0 Consent agenda — RECOMMENDED ACTION — A single motion to approve the following routine items:
- 5.1 Preliminary Actions
- A. Approval of Minutes — June 10, 2023 and June 13, 2023 ENC. 5.1A
- 5.2 Business Operations
- | | | |
|----|------------------------------|------------------|
| A. | Warrants for Payment | <u>ENC. 5.2A</u> |
| B. | Treasurer's Report | <u>ENC. 5.2B</u> |
| C. | Revenue Budget Status Report | <u>ENC. 5.2C</u> |
| D. | Appropriation Status Report | <u>ENC. 5.2D</u> |
| E. | Budget Transfer Query | <u>ENC. 5.2E</u> |
- 6.0 Public Participation — We are about to convene into the public comment period of our meeting. Any district resident wishing to speak during public session is required to sign in, stating your full name, address, contact information, and the topic that you wish to discuss. If you have not signed in and you wish to speak, the District Clerk will bring the sign in sheet over to you at this time.
- We will insist that all speakers and members of the audience maintain civility and respect. The Board will now entertain public comments for up to a maximum of 30

minutes. Each individual speaker will be allotted three minutes. Please be reminded that written comments or concerns to be shared with the Board may also be submitted or emailed to the District Clerk, Ms. Olivia Woolheater or to the Superintendent, Mr. Timothy Jenny.

7.0 Reports to the Board of Education

- 7.1 Elementary Principal's Report
- 7.2 High School Principal's Report
- 7.3 Facilities Report

8.0 Old Business

- 8.1 RCS District Code of Conduct for 2023-2024 — Second Read and Adoption
ENC. 8.1
- 8.2 RCS District Athletic Code of Conduct 2023-2024 — Second Read and Adoption
ENC. 8.2
- 8.3 RCS District Wide Safety Plan 2023-2024 — Second Read and Adoption
ENC. 8.3
- 8.4 Capital Project Updates

9.0 New Business

- 9.1 Committee on Special Education — RECOMMENDED ACTION — Approve the following: "RESOLVED, that the Board of Education accept recommendations of the Committee on Special Education from meetings held on June 9th, June 12th, June 21st, June 23rd, and June 27th 2023. Please be reminded that discussion of a specific IEP should be referred to Executive Session.
ENC. 9.1
- 9.2 Independent Athlete - RECOMMENDED ACTION - Approve the following: "RESOLVED, that the Board of Education approve request to allow one student to be considered as an independent athlete in the sport of Varsity Gymnastics for the fall of 2023 sports season with all fees, expenses, and transportation provided by the parents of said athlete."
ENC 9.2
- 9.3 Revision to Board of Education Meeting Dates — RECOMMENDED ACTION — Approve the following: "RESOLVED, that the Board of Education approve the date change from April 30th to April 16th 2024, for the annual BOCES Budget Vote Meeting."
ENC 9.3
- 9.4 Lead Evaluators - RECOMMENDED ACTION - Approve the following:

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-c 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

- 9.5 Trash Bid for 2023-2024 – RECOMMENDED ACTION – Approve the following: “RESOLVED, that the Board of Education award bid for trash removal to Bliss Environmental Services, Inc. in the amount of \$28,800.00 for the period July 1, 2023 – June 30, 2024.”

ENC 9.5

10.0 Personnel

- 10.1 Appointments — RECOMMENDED ACTION — Appoint the following extracurricular coaches, advisors and extra duty appointments for the 2023-2024 school year:

Extra-Curricular Coaches

Cross Country	Fay Harper
Boys’ Modified Soccer	Scott Jones
Girls’ Modified Soccer	Erin Muzio
Varsity Volleyball	Amy Piaschyk
Indoor Track	John Bunker
Modified Volleyball	Erika Kistowski
Varsity Softball	John Glass
Girls’ Varsity Track	Dan O’Bryan
Boys’ Varsity Track	John Bunker
Varsity Golf	Katey Secor
Modified Softball	Michele Izzo

Extra-Curricular Advisors

12 th Grade Advisor	John Bunker
11 th Grade Advisor	Emily Laurey
FFA	Rayne Ives
HS Drama Club	Anthony Dangler and Emily Inman (Split Stipend)

Yearbook	Carleen Taylor
HS Student Council	Lauren Carpenter
Mathletics	Lauren Carpenter
National Honor Society	Melissa Obernesser
Diversity Club	Carleen Taylor
International Club	Laura Boyd and Michele Izzo (Split Stipend)
Mock Trial	Nicole Nehme
Journalism/School News Team Club	Julia Cooper
CTE/Work Based Learning Coordinator	Rayne Ives
Ski Club Grades 5-12	Rick Gallo
Elementary STEAM Club	Amy Piaschyk
Elementary Drama Club	Miranda Dornburgh
Elementary Student Council	Jennifer McEvoy-Stack and Janell Tavenner (Split Stipend)

Extra-Duty Positions

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

- 10.2 Appointment of Coach – RECOMMENDED ACTION – Approve the following:
"RESOLVED, that the Board of Education appoint Sean Hamlin as the Boys' Varsity Soccer Coach for the 2032-2024 year."
ENC 10.2
- 10.3 Appointment of Coach – RECOMMENDED ACTION – Approve the following:
"RESOLVED, that the Board of Education appoint Sarah Helmer as the JV Volleyball Coach for the 2023-2024 year."
ENC 10.3
- 10.4 Appointment of Coach – RECOMMENDED ACTION – Approve the following:
"RESOLVED, that the Board of Education appoint James Wilder as the Girls' Varsity Soccer Coach for the 2023-2024 school year."
ENC 10.4
- 10.5 Appointment of Coach – RECOMMENDED ACTION – Approve the following:
"RESOLVED, that the Board of Education appoint James Wilder as the Varsity Basketball Coach for the 2023-2024 school year."
ENC 10.5
- 10.6 Unpaid Leave Day – RECOMMENDED ACTION – Approve the following:
"RESOLVED, that the Board of Education approve an unpaid leave day for Robin McCormack on June 23, 2023."

ENC. 10.6

- 10.7 Appointment of Automotive Mechanic/Bus Driver – RECOMMENDED ACTION – Approve the following: “RESOLVED, that the Board of Education appoint Kurt Crossett as Automotive Mechanic/Bus Driver effective July 14, 2023 at the annual salary of \$60,000 with an additional \$2,500 upon successful completion of 19A Certification and an additional \$2,500 upon successful completion of SBDI Certification added to his annual salary. Pending fingerprint clearance.”

ENC 10.7

- 10.8 Appointment of New Teacher Mentors – RECOMMENDED ACTION – Approve the following: “RESOLVED, that the Board of Education appoint the following New Teacher Mentors per the RTA contract for the 2023 – 2024 school year:

Mentor for new Third Grade Teacher – Jessica Johnson – Rowlands
Mentor for new Fourth Grade Teacher – Janell Tavenner
Mentor for new K-12 Art Teacher – Anthony Dangler

ENC 10.8

- 11.0 Information & Correspondence
11.1 Presentation of Certificates to Tara Kennerknecht
11.2 Class of 2023 Commencement Report
- 12.0 Soaring to Success — Board of Education Roundtable Remarks
- 13.0 Executive Session for:

	Matters that will imperil the public safety if disclosed
	Any matter that may disclose the identity of a law enforcement agent or informer
	Information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
	Proposed, pending, or current litigation
	Collective negotiations pertaining to the CSEA Union pursuant to article 14 of the Civil Service Law
X	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.
	The preparation, grading, or administration of exams
	The proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.
	Discussing student records made confidential by federal law (FERPA or IDEA)
	Hearing an appeal of a student suspension
	Hearing an appeal of an employee grievance
	Seeking legal advice from our attorney, which is made privileged by law

14.0 Adjournment

