



**BOARD OF EDUCATION MEETING MINUTES**  
**July 13, 2021 (Re-Organizational Meeting)**  
**5 PM - NEW YORK MILLS UFSD CAFETERIA**

X\_ Jacqueline Edwards  
 X\_ Kristin Hubley  
 X\_\_ Michelle Jordan  
 X\_\_ Scott Carman  
 X\_\_ Steve King  
 X\_\_ Alicia Albright  
 X\_\_ Kimberly Gyore

Agenda Item	Who	Information Distributed	Action	Notes
<b>1. MEETING CALL TO ORDER</b>	S. Scharf		Procedural	
<b>1.1 Pledge to the Flag</b>	S. King		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.				
<b>1.2 Reading of the New York Mills UFSD Mission Statement.</b>	K. Hubley		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.				
<b>1.3 Acceptance of Agenda</b>	J. Edwards	Yes	Action	1 <sup>st</sup> J. Edwards 2 <sup>nd</sup> Michelle Jordan / Yes _7_ No__ Abstain —
<b>2. PRESENTATIONS AND COMMITTEE REPORTS</b>				
<b>2.1 Administer Oath to Superintendent</b>	Dr. J. Shelmidine		Information	
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.”				

<b>2.2 Oath of New Board Member</b>	J. Edwards		Information	
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.				
<b>2.3 Election of New President</b>	J. Edwards		Action	1 <sup>st</sup> K. Hubley 2 <sup>nd</sup> K. Gyore / Yes <u>4</u> No <u>3</u> Abstain <u>  </u>
Jacqueline Edwards was nominated by Kristin Hubley and Kim Gyore. Steve King was nominated by Scott Carman and Michelle Jordan. J. Edwards was named President.				
<b>2.4 Election of New Vice President</b>			Action	1 <sup>st</sup> M. Jordan 2 <sup>nd</sup> K. Gyore / Yes <u>7</u> No <u>  </u> Abstain <u>  </u>
Kristin Hubley was nominated by Michelle Jordan and Kim Gyore. Kristin Hubley was named Vice President.				
<b>2.5 Annual Board Appointments</b>			Action	1 <sup>st</sup> M. Jordan 2 <sup>nd</sup> K. Hubley / Yes <u>7</u> No <u>  </u> Abstain <u>  </u>
a. District Treasurer - Lisa Stamboly b. School Attorneys - Ferrara, Fiorenza PC c. Central Treasurer, Extra Activities Account - Tammy Maciol d. Internal Claims Auditor - Christine Hurlbut				
<b>2.6 Board Sub-Committees</b>			Information	
Policy Committee – Kim Gyore Survey/Communications Committee – Kristin Hubley Transportation Committee – Scott Carman Health & Safety Committee – Steve King Facilities Committee – Michelle Jordan SBI Committee – Steve King				
<b>2.7 Action Consent items 2.8 through 2.14</b>			Action	1 <sup>st</sup> S. Carman 2 <sup>nd</sup> M. Jordan / Yes <u>7</u> No <u>  </u> Abstain <u>  </u>
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</i>				
<b>2.8 External District Auditor</b>				
Appoint: Bonadio & Company, LLC				
<b>2.9 403b Service Providers</b>				
Renew: OMNI Group Service Agreement				
<b>2.10 Financial Advisor</b>				
Appoint: R.G. Timbs, Inc.				
<b>2.11 Bond Council</b>				
Appoint: Timothy McGill				

2.12 School Physician				
Appoint: BOCES Physician Service				
2.13 Lead Evaluators				
Appoint M. Facci and B. Dodge as Lead Evaluators for Teachers and J. Shelmidine as Lead Evaluator for Principals and Teachers				
2.14 Tax Collectors				
Appoint Margaret Hardy, Whitestown and Cheryl Jassak, New Hartford				
2.15 Action Consent items 2.16 through 2.27		Action	1 <sup>st</sup> S. King 2 <sup>nd</sup> K. Hubley / Yes _7__ No___ Abstain ____	
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. 2.16 through 2.27</i>				
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 Elementary School and Jr. - Sr. High 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**

## **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 - 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 Tammy Maciol, 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. Clock/timer: \$25/game, Announcer: \$20/game Site Supervisor: \$20/hour, Shot Clock: \$20/game. (REMOVED TICKET TAKER)
- j. Records Retention Officer - Superintendent's Secretary
- k. Records Access Officer - Superintendent's Secretary
- l. Asbestos LEA Designee – Head Custodian
- m. Civil Rights, Title IX, ADA Coordinator and Sexual Harassment Compliance Officer
- n. Superintendent of Schools or Designee
- o. Dignity Act Coordinators - Brent Dodge and Mary Facci

- p. Pesticide Application for Emergencies
- q. Data Privacy Officer - Joanne Shelmidine

## 2.25 Bonds:

- a. District Treasurer, Lisa Stamboly - \$1,000,000
- b. District Clerk, Stefany Scharf - \$100,000
- c. Central Treasurer, Tammy Maciol - \$1,000,000

## 2.26 2021-2022 Tuition Rate:

100% of the State Education Department Formula (currently estimated K-6 - \$6,537.00; 7-12 - \$12,735.00 subject to change in November.)

## 2.27 Day and Time of Monthly Meeting:

**BOARD OF EDUCATION**  
**MEETING DATES 2021-2022**  
**July 13, 2021 – Reorganizational (5:00pm)**  
**Tuesday, August 3, 2021**  
**Tuesday, September 14, 2021**  
**Tuesday, October 5, 2021**  
**Tuesday, November 2, 2021**  
**Tuesday, December 7, 2021**  
**Tuesday, January 4, 2022**  
**Tuesday, February 1, 2022**  
**Tuesday, March 1, 2022 – Budget Workshop #1**  
**Tuesday, March 15, 2022 – Budget Workshop #2**  
**Tuesday, April 5, 2022 Adopt Budget for Vote**  
**Tuesday, April 26, 2022 (Vote on BOCES Admin Budget)**  
**Tuesday, May 3, 2022**  
**Tuesday, June 7, 2022**  
**All meetings begin at 6:00 p.m. unless otherwise noted**

## 2.28 Readopt Board Policies and Code of Ethics

Action

1<sup>st</sup> A. Albright 2<sup>nd</sup> K. Hubley / Yes 7 No     Abstain    

## 2.29 Board Presidential Appointments:

Appoint Executive Committee Member. Alternate Committee Member to School Board Institute – Steve King/ Alternate Kim Gyore

<b>2.30 Career &amp; Technical Education Advisory Council</b>			Action	1 <sup>st</sup> A. Albright 2 <sup>nd</sup> S. Carman / Yes _7_ No___ Abstain ___
BOCES Council				
<b>2.31 BOCES Cooperative Bids</b>			Action	1 <sup>st</sup> S. King 2 <sup>nd</sup> A. Albright / Yes _7_ No___ Abstain ___
Authorization for Participation Therein				
<b>2.32 Mass Care Facility Usage</b>			Action	1 <sup>st</sup> A. Albright 2 <sup>nd</sup> K. Gyore / Yes _7_ No___ Abstain ___
Authorization for Superintendent to Commit School District to a. Army Reserve b. American Red Cross				
<b>3. CONSENT AGENDA</b>				
<b>3.1 Business Office Reports</b>		Yes	Action	1 <sup>st</sup> S.King 2 <sup>nd</sup> A. Albright / Yes _7_ No___ Abstain ___
<b>3.2 CSE Reports</b>		Yes	Action	1 <sup>st</sup> S.King 2 <sup>nd</sup> A. Albright / Yes _7_ No___ Abstain ___
<b>3.3 Approval of the Previous Minutes</b>	June 1, 2021	Yes	Action	1 <sup>st</sup> K. Gyore 2 <sup>nd</sup> A. Albright / Yes _7_ No___ Abstain ___
<b>4. OLD BUSINESS</b>				
<b>4.1 Capital Updates</b>	J. Shelmidine		Information	
Initial site work on the playground is complete. The equipment has been delivered and installation is due to begin at the end of the month. Site work has begun for the paving and curb cuts. As you might remember, the curb at the end of the walk by the cafeteria was particularly high, and if, someone in a wheelchair needed to use the ramp from the cafeteria-they would not be able to easily maneuver to the available curb cut. So, as a solution to both issues, a wheelchair accessible curb cut is being installed at the end of walk. Site work has also begun by the bus garage for paving. Currently, in winter, the gravel where the buses are parked to be plugged in, is incredibly slippery and drivers have slipped on the ice and gravel. Paving that area will eliminate that particular issue. <b>There is a construction meeting tomorrow afternoon and I should have more information to share in an update. I will ask Mr. Fatata to attend the August meeting to provide the update.</b>				
<b>5. NEW BUSINESS</b>				

<b>5.1 Personnel Report</b>				
Motion to go into Executive Session by 1 <sup>st</sup> –Scott Carman/2 <sup>nd</sup> Michelle Jordan to discuss lines 67/68. Additionally, there was a request to remove lines 11, 59 and 60 by Steve King because there was not a specific individual for the position. The Board went into executive session and returned to general session at 5:46pm.				
<b>EXECUTIVE SESSION</b>			Time: 5:24	1 <sup>st</sup> A.Albright 2 <sup>nd</sup> S. Carman/ Yes _7_ No__ Abstain __
<b>Return to General Session</b>			Time: 5:46	1 <sup>st</sup> K. Gyore 2 <sup>nd</sup> K.Hubley / Yes _7_ No__ Abstain __
<b>Vote on Personnel Report</b>		Yes	Action	1 <sup>st</sup> S. Carman 2 <sup>nd</sup> K. Hubley / Yes _6_ No_1_ Abstain __
<b>5.2 Contract for Rental of Facilities/ Distance Learning and Summer School</b>		Yes	Action	1 <sup>st</sup> S. King 2 <sup>nd</sup> A. Albright / Yes _7_ No__ Abstain __
<b>5.3 AS-7 Contract for the 2021-2022 School Year between Oneida-Herkimer-Madison BOCES and New York Mills School.</b>		Yes	Action	1 <sup>st</sup> K. Gyore 2 <sup>nd</sup> M. Jordan / Yes _7_ No__ Abstain __
<b>5.4 Intermunicipal Agreement between New York Mills UFSD and Madison-Oneida BOCES</b>		Yes	Action	1 <sup>st</sup> S. King 2 <sup>nd</sup> K. Hubley / Yes _7_ No__ Abstain __
<b>5.5 Contract between Developmental Therapy Associates and New York Mills UFSD</b>		Yes	Action	1 <sup>st</sup> K. Gyore 2 <sup>nd</sup> A. Albright / Yes _7_ No__ Abstain __
<b>5.6 Non-Resident/Non-Tuition Students</b>				
Language in contracts allows the privilege for employees' children to attend our school district tuition free when they are non-residents. ***				
		Yes	Action	1 <sup>st</sup> K. Gyore 2 <sup>nd</sup> S. King / Yes _7_ No__ Abstain __
<b>5.7 Excess List for Bid, Sale or Disposal Of</b>				
		Yes	Action	1 <sup>st</sup> M. Jordan 2 <sup>nd</sup> S. Carman / Yes _7_ No__ Abstain __
<b>5.8 Approval of Change in Annual Budget Vote and BOE Election Time</b>		Yes	Action	1 <sup>st</sup> A. Albright 2 <sup>nd</sup> M. Jordan / Yes _6_ No_1_ Abstain __
The school budget vote has been 12-9pm. It needs to be at least 8 hours and span the day to allow those working first or second shifts the ability to vote. I am recommending that we bring our voting time in alignment with other smaller districts and move our hours to 12-8pm.				
<b>5.9 Resolution to Ratify CSEA Contract</b>		Yes	Action	1 <sup>st</sup> M. Jordan 2 <sup>nd</sup> A. Albright / Yes _7_ No__ Abstain __
Thank you to President Patty Ward and the members of CSEA. I believe this contract represents our continued success working together.				

<b>5.10 Approval/Addition of Secondary Level Reading Teacher</b>			Action	1 <sup>st</sup> K. Hubley 2 <sup>nd</sup> A. Albright / Yes _7_ No___ Abstain ___
<p>Any student struggling at the secondary level is most likely struggling because of failure to do homework, or a struggle with reading. Speaking from experience, English teachers are not reading teachers, so students who struggle with comprehension, fluency, etc. continue to struggle-generally in all of their classes. While I would not have made this recommendation if Mrs. Taylor had not resigned, it was a recommendation that, given the struggling students, I felt had to be made. We are using the learning center to assist with homework issues.</p> <p>Using the federal monies to pay for the Reading Teacher serves a couple of purposes. The monies are to address learning struggles-reading difficulties certainly qualify. Each department in the secondary has three teachers, except for Science, and that is because of certification requirements more than scheduling needs. Current cohort sizes do not require four teachers per department. With our recent very tight budget vote, it is important that our tax payers see us continuing to right size in response to declining enrollments. Using federal dollars means that our tax payers are not directly paying for the reading position (although the federal dollars do come from our tax dollars).</p>				
<b>5.11 Contractual Review of Extracurricular Eligibility Policy</b>	S. King			
<b>5.12 Approval of Combining Contract/Girls Varsity and Modified Soccer Notre Dame-NYM</b>		Yes	Action	1 <sup>st</sup> A. Albright 2 <sup>nd</sup> S. Carman / Yes _7_ No___ Abstain ___
<p>Notre Dame reached out to us to continue our partnership with Girls Soccer. According to the Notre Dame AD, they do not have enough boys to field a boys soccer program. Notre Dame sent an email to area school districts asking if anyone would like to combine with them for boys soccer. We were the only district to accept-and that still does not have enough interest to field a boys soccer program.</p>				
<b>5.13 Review/Approval of Substitute Teacher Pay Rates</b>		Yes	Action	1 <sup>st</sup> S. King 2 <sup>nd</sup> S. Carman / Yes _7_ No___ Abstain ___
<p>Our substitute teacher rates are among the lowest in the region at \$90 a day for certified teachers and \$70 a day for uncertified substitute teachers. To allow us to be competitive in our region, I am requesting that we raise the pay for certified teachers to \$100 per day and raise the rate to \$80 a day for uncertified substitutes.</p>				
<b>6. K-12 REPORTS</b>				
<b>6.1 Elementary</b>	B. Dodge		Information	We are doing a book study "Overcoming Dyslexia"
<b>6.2 High School</b>	M. Facci		Information	Mrs. Ellis and Mrs. Facci are currently working on the Master Schedule.
<b>7. SUPERINTENDENT'S REPORT</b>				



<b>7.1 Enrollment Update</b>	J. Shelmidine	Yes	Information	
Dr. Shelmidine will have an updated enrollment report for August				
<b>7.2 Superintendent’s Update</b>	J. Shelmidine		Information	
Although a lot has been in the news recently about masks in school in September, at this time, we have had no word from SED or NYS DOH regarding what September will entail. Thanks to the hard work of everyone in this district-teacher, drivers, maintenance, administration, parents and students-we know that we can be successful given difficult parameters. I am hopeful that we will hear more from SED soon.				
<b>8. COMMUNICATIONS</b>				
<b>8.1 From the Floor -</b>	S. Scharf	Yes	Information	
<b>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.</b>				
There were three letters of communication read to the public. Additionally, three individuals addressed the Board of Education: Jeanne Marley, Tim Papienuk and Michelle Hartmann addressed the Board of Education with regard to restructuring of the English Department.				
<b>8.2 Board Discussion</b>				
Mr. King thanked the BOE for his opportunity to go to Rural Schools.				
Mrs. Jordan addressed the BOE with regard to communication and her experience at Rural Schools. She would like to share in the future with the BOE her concerns and suggestions with regard to getting our children career and life ready.				
Ms. Edwards addressed the public for the purpose of clarification about the departure of several of our educators. She spoke of the individuals themselves and their personal reasons for departure and that they did not leave from dissatisfaction with the school they left for opportunity to grow in their careers.				
Additionally, Ms. Edwards addressed what the BOE’s duties are: create policies and maintain fiscal responsibility. She further stated that the BOE does not run the school, rather it acts upon the recommendation of the Administrators. She stated that the BOE greatly relies upon the decisions made by the Administration.				
<b>9. EXECUTIVE SESSION ** (If Needed)</b>	BOE		Time: 6:35	1 <sup>st</sup> K. Hubley 2 <sup>nd</sup> S. Carman / Yes <u>7</u> No___ Abstain ___
Dr. J. Shelmidine named Clerk Pro Tem				

9.1 Return to General Session	J. Shelmidine		Time: 7:22	1 <sup>st</sup> K. Hubley 2 <sup>nd</sup> S. King / Yes _7_ No__ Abstain __
10. ADJOURNMENT				
10.1 Adjournment			Time: 7:22	1 <sup>st</sup> K. Hubley 2 <sup>nd</sup> S. King / Yes _7_ No__ Abstain __
<p><b>**§105. Conduct of executive sessions.</b></p> <p><b>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:</b></p> <p><b>a. matters which will imperil the public safety if disclosed;</b></p> <p><b>b. any matter which may disclose the identity of a law enforcement agent or informer;</b></p> <p><b>c. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;</b></p> <p><b>d. discussions regarding proposed, pending or current litigation;</b></p> <p><b>e. collective negotiations pursuant to article fourteen of the civil service law;</b></p> <p><b>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;</b></p> <p><b>g. the preparation, grading or administration of examinations; and</b></p> <p><b>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.</b></p> <p><b>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.</b></p>				