



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

☐ Jacqueline Edwards  
☐ Kristin Hubley  
☐ Michelle Jordan  
☐ Scott Carman  
☐ Steve King  
☐ Alicia Albright  
☐ 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>	K. Hubley		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>	S. King		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>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ 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 Election 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>			Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>2.4 Election of New Vice President</b>			Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>2.5 Annual Board Appointments</b>			Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
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> _____ 2 <sup>nd</sup> _____ / Yes ___ 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. 2.8 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				
<b>2.12 School Physician</b>				

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> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ / Yes \_\_\_\_ No \_\_\_\_ 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 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 (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 - 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. Ticket taker/seller: \$10/hour, Clock/timer: \$25/game, Announcer: \$20/game Site Supervisor: \$20/hour, Shot Clock: \$20/game.
- j. Records Retention Officer - Superintendent's Secretary
- k. Records Access Officer - Superintendent's Secretary
- l. Asbestos LEA Designee - Director of Facilities I
- 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**

<b>2.28 Readopt Board Policies and Code of Ethics</b>			Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>2.29 Board Presidential Appointments:</b>			Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
Appoint Executive Committee Member. Alternate Committee Member to School Board Institute				

<b>2.30 Career &amp; Technical Education Advisory Council</b>			Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
BOCES Council				
<b>2.31 BOCES Cooperative Bids</b>			Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
Authorization for Participation Therein				
<b>2.32 Mass Care Facility Usage</b>			Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ 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> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>3.2 CSE Reports</b>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>3.3 Approval of the Previous Minutes</b>	June 1, 2021	Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>4. OLD BUSINESS</b>				
<b>4.1 Capital Updates</b>	J. Shelmidine		Information	
<b>5. NEW BUSINESS</b>				
<b>5.1 Personnel Report</b>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>5.2 Contract for Rental of Facilities/ Distance Learning and Summer School</b>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ 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> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___

<b>5.4 Intermunicipal Agreement between New York Mills UFSD and Madison-Oneida BOCES</b>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>5.5 Contract between Developmental Therapy Associates and New York Mills UFSD</b>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ 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> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>5.7 Excess List for Bid, Sale or Disposal Of</b>				
		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>5.8 Approval of Change in Annual Budget Vote and BOE Election Time</b>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>5.9 Resolution to Ratify CSEA Contract</b>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>5.10 Approval/Addition of Secondary Level Reading Teacher</b>			Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>5.11 Contractual Review of Extracurricular Eligibility Policy</b>				
<b>5.12 Approval of Combining Contract/Girls Varsity and Modified Soccer Notre Dame-NYM</b>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>5.13 Review/Approval of Substitute Teacher Pay Rates</b>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>6. K-12 REPORTS</b>		Yes	Action	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>6.1 Elementary</b>	B. Dodge		Information	

6.2 High School	M. Facci		Information	
<b>7. SUPERINTENDENT’S REPORT</b>				
7.1 Enrollment Update	J. Shelmidine	Yes	Information	
7.2 Superintendent’s Update	J. Shelmidine		Information	
<b>8. COMMUNICATIONS</b>				
8.1 From the Floor -	S. Scharf	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.				
<b>8.2 Board Discussion</b>				
9. EXECUTIVE SESSION ** (If Needed)	BOE		Time: _____	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
9.1 Return to General Session	J. Shelmidine		Time: _____	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<b>10. ADJOURNMENT</b>				
10.1 Adjournment			Time: _____	1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___
<p>**§105. Conduct of executive sessions.</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>				



<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>				
<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>				