

CHITTENANGO BOARD OF EDUCATION
ORGANIZATIONAL MEETING
Chittenango Middle School
July 13, 2022
6 P.M.

MINUTES

Scott P. Mahardy called the meeting to order at 6 p.m. with the Pledge of Allegiance. This meeting was held in the Board of Education Conference Room.

Present: Siubhan Bongiovanni, Louis Cianfrocco, Edward Gratien, Dana Kent, Daniel Mayer, Russell Wehner, Geoffrey Zimmer

Absent: Phil Austin, Dan Gibbons

Also Present: Michael R. Eiffe, Superintendent of Schools
Scott P. Mahardy, Assistant Superintendent for Business

Visitors:

OATH OF OFFICE

The Oaths of Office were administered to Phil Austin, Siubhan Bongiovanni, J. Daniel Gibbons, and Dana Kent.

APPOINTMENT OF THE CLERK OF THE BOARD

Motion by Mayer, seconded by Zimmer that Scott P. Mahardy be appointed Clerk of the Board of Education for 2022-2023.

Yes - 7, No - 0. Motion carried.

ELECTION OF OFFICERS

Motion by Wehner nominating Geoffrey Zimmer for President.

Motion by Mayer, seconded by Wehner that nominations close.

Yes - 7, No - 0. Motion carried.

All members present cast their ballot for Geoffrey Zimmer as President. President Zimmer assumed the duties of office.

Motion by Gratien nominating Russell Wehner for Vice President.

Motion by Bongiovanni, seconded by Kent that nominations close.

Yes - 7, No - 0. Motion carried.

All members present cast their ballot for Russell Wehner as Vice President.

Oaths of Office were administered to the President, Vice President, Superintendent, and Clerk of the Board of Education by Clerk of the Board of Education.

OTHER APPOINTMENTS AND PROCEDURES

Motion by Mayer, seconded by Cianfrocco that the following personnel be appointed to the following responsibilities for the 2022-2023 school year. It is further recommended that no additional or further financial remuneration or salary be granted for the assumption of these duties:

- a. District Treasurer – TBA
- b. Attendance Officers – Building Principals
- c. Census Enumerator – Jason P. Clark
- d. Purchasing Agent – Scott P. Mahardy
- e. Student Activity Account Treasurers:
Brenda VanDusen – Chittenango High School
Mary Dodd – Chittenango Middle School

OTHER APPOINTMENTS AND PROCEDURES (continued)

- f. Student Activity Account Chief Faculty Counselors:
Nicholas Fersch – Chittenango High School
Arnold Merola/Brendon Willey – Chittenango Middle School
- g. Information Center – Scott P. Mahardy
- h. Staff and Student Records Officers:
Michael R. Eiffe, Jason P. Clark, and Building Principals
Support Staff Records Officer:
Scott P. Mahardy
- i. Parliamentarian of the Board – Scott P. Mahardy
- j. Director of Health Insurance & Workers' Compensation Consortium:
Scott P. Mahardy
- k. Payroll Certification Clerk – Scott P. Mahardy
- l. Safety/Compliance Officer – OCM BOCES
- m. Title IX Compliance Officer – Jason P. Clark
- n. State and Federal Grants in Aid Application Signator:
Michael R. Eiffe, Jason P. Clark, or Scott P. Mahardy
- o. Claims Auditor – Lynda Stankavage
- p. Data Protection Officer – Paul Leonardi

Yes - 7, No - 0. Motion carried.

Motion by Mayer, seconded by Gratien that the following persons or firms be appointed for the 2022-2023 school year and contract(s) be drawn where applicable:

- a. Tax Collector – TBA
- b. School Attorneys – Ferrara Fiorenza P.C.
Law Firm of Frank W. Miller
Bond, Schoneck & King, PLLC
- c. School Auditor – Grossman St. Amour Certified Public Accountants
- d. Internal Auditor – Bonadio & Co., LLP
- e. School Physician – TriValley Family Practice, P.L.L.C.
- f. School Architect – King & King Architects

OTHER APPOINTMENTS AND PROCEDURES (continued)

- g. Insurance Carriers and Agents:
 - Employee Health Insurance**
Cooperative Health Insurance Fund of Central New York
 - Employee Dental Insurance**
Guardian, Delta Dental
NYS Teamsters Council Health and Hospital Fund
 - Life Insurance and Disability Plan**
First Reliance Standard, Mutual of Omaha, ShelterPoint
 - Student Accident Insurance**
Philadelphia Insurance Company
 - Workers' Compensation**
Onondaga-Cortland-Madison Workers' Compensation Consortium
 - Long-Term Disability Plan**
UNUM, Guardian
 - General Liability Insurance Company**
Haylor, Freyer & Coon
- h. Insurance Advisors and Consultants:
 - Health, Dental, Disability, and Life**
OneDigital Health and Benefits
(formerly known as The George L. Wladis Company, Inc.)
- i. Official Depositories:
 - Any bank doing business in Onondaga or Madison Counties, or New York
State approved Municipal Cooperative
- j. Official Newspaper:
 - Syracuse Post-Standard
- k. Paying Agents for Serial Bonds:
 - Depository Trust Company and Deutsche Trust Company of America
- l. Bond Council:
 - Trespasz & Marquardt, LLP
- m. Special Education Appointments:
 - Committee on Special Education Chairperson**
Benjamin New
 - Committee on Preschool Special Education Chairperson**
Benjamin New

OTHER APPOINTMENTS AND PROCEDURES (continued)

m. Special Education Appointments (continued):

Committee on Special Education Members

Psychologists – Erin Allen, Christian Rohrer, Lynette Laverty
Parents – Karen Clark, Linda Emad, or others to be announced
The Child’s General Education Teacher(s) as per Federal
Regulation §300D.321a
The Child’s Special Education Teacher/Provider as per Federal
Regulation §300D.321a
School Physician – TriValley Family Practice, P.L.L.C.

Committee on Preschool Special Education Members

Chairperson – Benjamin New
Parent Member – Karen Clark, Linda Emad, or others to be announced
Appropriate Professional and/or Child’s Teacher as per §4410 (3)
Education Law
Municipality Representative

Representative for Special Education Mediation

Benjamin New

Surrogate Parents Listing for Use by the CSE and/or CPSE

Karen Clark, 9396 Lakeshore View Drive, Bridgeport, NY

Subcommittee on Special Education Members

Chairperson – Benjamin New
The Child’s General Education Teacher(s) as per Federal
Regulation §300D.321a
The Child’s Special Education Teacher/Provider as per Federal
Regulation §300D.321a
Psychologists – Erin Allen, Christian Rohrer, Lynette Laverty

Subcommittee on Preschool Special Education Members

Chairperson – Benjamin New
Appropriate Professional and/or Child’s Teacher as per §4410 (3)
Education Law
Municipality Representative

Manifestation Team

Chairperson – Benjamin New
The Child’s General Education Teacher(s)
The Child’s Special Education Teacher
Psychologists – Erin Allen, Christian Rohrer, Lynette Laverty
Guidance Counselor
Building Administrator

OTHER APPOINTMENTS AND PROCEDURES (continued)

m. Special Education Appointments (continued):

Rotational List of Impartial Hearing Officers (Authorization is given to the Superintendent of Schools to contact one or more of the hearing officers as the need arises.) Resumes of Impartial Hearing Officers are maintained in the Special Education Office.

Lynn Almeleh	James McKeever
Robert Briglio	David Oakes
Maryanne Dimeo	Kenneth Ritzenberg
Lana Flame	Jerome Schad
Martin Kehoe	Aaron Turetsky
Michael Lazan	Mindy Wolman

504 Appointments

Section 504 Coordinator

Benjamin New

504 Team Members

The Child’s General Education Teacher(s)

Service Provider when necessary

Psychologists – Erin Allen, Christian Rohrer, Lynette Laverty

Guidance Counselors

n. Fire Inspector – OCM BOCES

Yes - 7, No - 0. Motion carried.

Motion by Mayer, seconded by Gratien that the Board of Education President and Vice President be authorized to appoint an Impartial Hearing Officer as per Part 200 of the Regulations of the Commissioner.

Yes - 7, No - 0. Motion carried.

Motion by Mayer, seconded by Cianfrocco that the following recommendations be approved:

It is recommended that the following petty cash accounts be established for the 2022-2023 school year:

<u>Location</u>	<u>Fund</u>	<u>Amount</u>	<u>Responsible Person</u>
District Office	General	\$ 50.00	Scott P. Mahardy
Bolivar Road	General	50.00	Meghan Samsel
High School	Student Activity	100.00	Nicholas Fersch
Food Service	School Lunch	335.00	Wendy Swift

It is recommended that the single-signature-check procedure with checks printed at BOCES be continued and signed by the District Treasurer.

It is recommended that in the case of incapacity of the District Treasurer to perform his or her duties of check signing, Melody Halsey, Office Assistant II, shall be so designated.

It is recommended that the current Board of Education policies and bylaws remain in effect during the 2022-2023 school year, unless modified by the Board of Education.

It is recommended that Melody Halsey be appointed as District Clerk Pro Tem for the 2022-2023 school year.

It is recommended that Benjamin New be designated as the Chittenango Central School District Medicaid Compliance Officer for the 2022-2023 school year.

It is recommended that the Director of Special Education, Benjamin New, be an authorized representative of the Board of Education to sign NYSED STAC (Systems to Track and Account for Children) requests.

It is recommended that the following building administrators be appointed Dignity For All Students Act coordinators for their respective buildings for the 2022-2023 school year:

<u>Name</u>	<u>Building</u>
Nicholas Fersch	Chittenango High School
Arnold Merola/Brendon Willey	Chittenango Middle School
Meghan Samsel	Bolivar Road Elementary
Melissa Stanek	Bridgeport Elementary
David Gryczka	All

Yes - 7, No - 0. Motion carried.

ADJOURNMENT

Motion by Wehner, seconded by Mayer that the meeting be adjourned.

Yes - 7, No - 0. Motion carried.

The meeting was adjourned at 6:13 p.m.

Respectfully submitted,

Scott P. Mahardy
District Clerk