

Chittenango Central School District
Organizational Board of Education Meeting
Chittenango Middle School
July 8, 2025
5:00 PM

AGENDA

The Clerk of the 2024-2025 Board of Education calls the meeting to order.

OATH OF OFFICE

1. The Oaths of Office shall be administered to Siubhan Bongiovanni, J. Daniel Gibbons, and Jason Thomas.

APPOINTMENT OF THE CLERK OF THE BOARD

2. It is recommended that Scott Mahardy be appointed Clerk of the Board of Education for 2025-2026.

ELECTION OF OFFICERS

3. Election of the President of the Board of Education.
 - a. President assumes the duties of the office.
4. Election of the Vice President of the Board of Education.
 - a. Oaths of Office are administered to the President, Vice President, Superintendent, and Clerk of the Board of Education.

OTHER APPOINTMENTS AND PROCEDURES

5. It is recommended that the following personnel be appointed to the following responsibilities for the 2025-2026 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:
Matthew Morkel
 - 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
Kelly Seale – Chittenango Middle School

OTHER APPOINTMENTS AND PROCEDURES (continued)

5. (continued)

- f. Student Activity Account Chief Faculty Counselors:
Nicholas Fersch – Chittenango High School
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 Officers:
Jason P. Clark and Melissa Stanek
- n. State and Federal Grants in Aid Application Signatory:
Michael R. Eiffe, Jason P. Clark, or Scott P. Mahardy
- o. Claims Auditor:
Lynda Stankavage
- p. Data Protection Officer:
Nicholas Lefort

6. It is recommended that the following persons or firms be appointed for the 2025-2026 school year and contract(s) be drawn where applicable:

- a. Tax Collector – Matthew Morkel/Jennifer Kimber
- b. School Attorneys – Ferrara Fiorenza P.C.
Hancock Estabrook
Dominic D'Imperio
- c. School Auditor – Grossman St. Amour Certified Public Accountants
- d. Internal Auditor – Bonadio Group
- e. School Physician – TriValley Family Practice, P.L.L.C.
- f. School Architect – King & King Architects

OTHER APPOINTMENTS AND PROCEDURES (continued)

6. (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:

Dental, Vision, Disability, and Life

OneDigital Health and Benefits

i. Official Depositories:

Any bank doing business in Onondaga or Madison Counties, or New York State approved Municipal Cooperative, including NYCLASS

j. Official Newspapers:

Syracuse Post-Standard

k. Paying Agents for Serial Bonds:

Depository Trust Company and Deutsche Trust Company of America

l. Bond Council:

Trespasz Law Offices, 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)

6. (continued)

m. Special Education Appointments: (continued)

Committee on Special Education Members

Psychologists – Erin Allen, Christian Rohrer, Danielle Caivana
 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 Parent Listing for Use by the CSE and/or CPSE

Karen Clark

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, Danielle Caivana

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, Danielle Caivana
 Guidance Counselor
 Building Administrator

OTHER APPOINTMENTS AND PROCEDURES (continued)

6. (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.

| | | |
|---------------------|------------------|---------------------|
| Daniel Ajello | Harriet Gewirtz | Leah Murphy |
| Allana Alexander | Rachel Gibbons | Patricia Murrell |
| Lynn Almeleh | Randy Glasser | David Oakes |
| Rodney Austin | Craig Goldsmith | Hashim Rahman |
| Guljit Bains | David Gronbach | Mitchell Regenbogen |
| Susan Barbour | Vanessa Gronbach | Kenneth Ritzenberg |
| Angelica Cappellino | Jeffrey Guerra | Robert Rodriguez |
| Marisa Carbone | Richard Kass | Brad Rosken |
| Diane Cohen | Jeanne Keefe | Jerome Schad |
| Ellen Cutler-Igoe | Judith Kramer | Jeffrey Schiro |
| Audrey Daniel | Dora Lassinger | Judith Schneider |
| Edgar Deleon | Michael Lazan | Stephanie Seto |
| Maryanne Dimeo | Nancy Lederman | Keila Tennent |
| Chinyere Eze-Nliam | Lisa Litvin | Israel Wahrman |
| Rona Feinberg | Ramy Louis | James Walsh |
| Sharyn Finkelstein | Kenneth Lynch | Sebastian Weiss |
| Lana Flame | Ann Marquez | Mindy Wolman |
| Steven Forbes | James McKeever | |
| Jan Gawthrop | Tina Millman | |

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, Danielle Caivana

Guidance Counselors

n. Fire Inspector – OCM BOCES

7. It is recommended 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.

8. It is recommended that the following petty cash accounts be established for the 2025-2026 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 | Kara May |
| High School | Student Activity | 100.00 | Nicholas Fersch |
| Food Service | School Lunch | 335.00 | Matthew Morkel |

9. It is recommended that the single-signature-check procedure with checks printed at BOCES be continued and signed by the District Treasurer.
10. 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.
11. It is recommended that the current Board of Education policies and bylaws remain in effect during the 2025-2026 school year, unless modified by the Board of Education.
12. It is recommended that TBD be appointed as District Clerk Pro Tem for the 2025-2026 school year.
13. It is recommended that Benjamin New be designated as the Chittenango Central School District Medicaid Compliance Officer for the 2025-2026 school year.
14. 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.
15. It is recommended that the following administrators be appointed Dignity for All Students Act coordinators for their respective buildings for the 2025-2026 school year:

Name

Nicholas Fersch/Jay Altobello/ David Gryczka
 Brendon Willey/Adrianna Kam
 Kara May/Amy Sumner
 Melissa Stanek
 Jason P. Clark

Building

Chittenango High School
 Chittenango Middle School
 Bolivar Road Elementary
 Bridgeport Elementary
 All

OTHER ORGANIZATIONAL MEETING BUSINESS

16. Other organizational meeting business may be addressed by:
 - a. Board Member
 - b. Superintendent
 - c. Visitor