

Chittenango Central School District  
**Organizational Board of Education Meeting**  
**Chittenango Middle School**  
July 14, 2021  
6 PM

**AGENDA**

The Clerk of the 2020-2021 Board of Education calls the meeting to order.

**OATH OF OFFICE**

1. The Oaths of Office shall be administered to James Boswell, Daniel E. Mayer, and Russell E. Wehner.

**APPOINTMENT OF THE CLERK OF THE BOARD**

2. It is recommended that Scott P. Mahardy be appointed Clerk of the Board of Education for 2021-2022.

**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 2021-2022 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 – Kyle Coon
  - 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)

5. (continued)
  - f. Student Activity Account Chief Faculty Counselors:  
Nicholas Fersch – Chittenango High School  
Arnold Merola/Meghan Samsel – 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 Monica Hamilton
  - 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
6. It is recommended that the following persons or firms be appointed for the 2021-2022 school year and contract(s) be drawn where applicable:
  - a. Tax Collector – Community Bank, N.A., Kyle Coon
  - 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 – Fiscal Advisors & Marketing, Inc.
  - e. School Physician – Tri-Valley Family Practice, P.L.L.C.

**OTHER APPOINTMENTS AND PROCEDURES** (continued)

6. (continued)

f. School Architect – King & King Architects

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**

Pupil Benefits Plan, Inc.

**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 Newspapers:

Syracuse Post-Standard

k. Paying Agents for Serial Bonds:

Depository Trust Company and Deutsche Trust Company of America

l. Bond Council:

Trespasz & Marquardt, LLP

**OTHER APPOINTMENTS AND PROCEDURES** (continued)

6. (continued)

m. Special Education Appointments:

**Committee on Special Education Chairperson**

Mary Giffune-Farber

**Committee on Preschool Special Education Chairperson**

Mary Giffune-Farber

**Committee on Special Education Members**

Psychologists – Erin Allen, Christian Rohrer, Micael Speirs

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 – Tri-Valley Family Practice, P.L.L.C.

**Committee on Preschool Special Education Members**

Chairperson – Mary Giffune-Farber

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**

Mary Giffune-Farber

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

Karen Clark, 9396 Lakeshore View Drive, Bridgeport, NY

**Subcommittee on Special Education**

Chairperson – Mary Giffune-Farber

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, Micael Speirs

**Subcommittee on Preschool Special Education Members**

Chairperson – Mary Giffune-Farber

Appropriate Professional and/or Child's Teacher as per §4410 (3)  
Education Law

Municipality Representative

**OTHER APPOINTMENTS AND PROCEDURES** (continued)

6. (continued)

m. Special Education Appointments: (continued)

**Manifestation Team**

Chairperson – Mary Giffune-Farber  
The Child’s General Education Teacher(s)  
The Child’s Special Education Teacher  
Psychologists – Erin Allen, Christian Rohrer, Micael Speirs  
Guidance Counselor  
Building Administrator

**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  
Mary Giffune-Farber

**504 Team Members**

The Child’s General Education Teacher(s)  
Service Provider when necessary  
Psychologists – Erin Allen, Christian Rohrer, Bridget  
McGlynn (when necessary)  
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.

**OTHER APPOINTMENTS AND PROCEDURES** (continued)

8. It is recommended that the following petty cash accounts be established for the 2021-2022 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	Lee Carulli
High School	Student Activity	100.00	Nicholas Fersch
Food Service	School Lunch	235.00	Wendy Swift

9. It is recommended that the single-signature-check procedure with checks printed at BOCES be continued and signed by Kyle Coon, 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 2021-2022 school year, unless modified by the Board of Education.
12. It is recommended that Melody Halsey be appointed as District Clerk Pro Tem for the 2021-2022 school year.
13. It is recommended that Mary Giffune-Farber be designated as the Chittenango Central School District Medicaid Compliance Officer for the 2021-2022 school year.
14. It is recommended that the Director of Special Education, Mary Giffune-Farber, 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 building administrators be appointed Dignity For All Students Act coordinators for their respective buildings for the 2021-2022 school year:

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

**OTHER ORGANIZATIONAL MEETING BUSINESS**

16. Other organizational meeting business may be addressed by:

a. Board Member                      b. Superintendent                      c. Visitor