

**VERNON-VERONA-SHERRILL
BOARD OF EDUCATION
ORGANIZATIONAL MEETING AGENDA
July 2, 2018
5:30 PM – Administration Building**

ITEM I CALL TO ORDER BY CLERK

ITEM II OATHS

ITEM III ELECTION OF BOARD PRESIDENT

ITEM IV MEETING TURNED OVER TO PRESIDENT

ITEM V ELECTION OF VICE PRESIDENT

ITEM VI PUBLIC SESSION

- ◆ **Public Hearing** – Review of District Policy Regarding Maintenance of Order on School Property (including Dignity for All Students Act)

Consent Items*****

ITEM VII APPOINTMENTS

- | | |
|---|--|
| a. Clerk | Tamara Whooten |
| b. Asst. Clerk | Erin Tiffany |
| c. Treasurer | April Sobieraj |
| Deputy Treasurer | Paula Pawlikowski |
| d. Tax Collector | Paula Pawlikowski |
| e. Deputy Tax Collectors | Laurie DeBella |
| | Patty Kahler |
| f. School Attorneys | Hodgson Russ, LLP |
| | Hancock & Estabrook |
| | Ferrara Fiorenza PC |
| | Costello, Cooney, & Fearon, PLLC |
| | Madison/Oneida BOCES Shared Legal Services |
| g. Insurance Agent | OneGroup |
| h. Records Management Officer | Mark Wixson |
| i. Comptroller of Extra Curricular Funds | Andy Brown - H.S. |
| | Carrie Hodgkinson – M.S. |
| | Vincent Pompo – Vernon |
| | Gary Bissailon - Verona |
| | James Rozwod - Sherrill |
| j. Treasurer of Extra Curricular Funds | Jill Collins – H.S. |
| | Heather Bauer – M.S. |
| | Valerie Marris - Vernon |
| | Jacqueline Cole – Verona |
| | Amanda Cameron - Sherrill |
| k. District Representative for Federal Funds
& Authority to Apply for Same | Martha Group |
| l. Secretary to the Board of Education | Tamara Whooten |

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ITEM VII APPOINTMENTS CONT'D

- | | |
|---|--|
| m. School Physicians | TriValley Family Practice |
| n. Purchasing Agent | Laurie DeBella |
| o. Assistant Purchasing Agent | Erin Tiffany |
| p. Claims Auditor | Lynda DuChene |
| Substitute Claims Auditor | Patty Kahler |
| q. Internal Auditor | Mary Bush |
| r. District Audit Committee | Board of Education |
| s. Certification of District Payroll | Erin Tiffany |
| t. Certification of Warrant | Lynda DuChene |
| Substitute Certification of Warrant | Patty Kahler |
| u. District Committee on Special Education | (see attached) |
| v. Sub-Committees on Special Education | (see attached) |
| w. Committee on Pre-School Education (CPSE) | (see attached) |
| x. Section 504 Compliance Officer and Facilitators | (see attached) |
| y. CSE Parent Representatives 2018-2019 | (see attached) |
| z. Local Enforcement Agency (LEA) Designee of the
Asbestos Management Plan | Ronald Gregory |
| aa. Authorization to Approve Corrected Tax Rolls | Martha Group |
| bb. Dignity for All Students Act (DASA) Coordinators | Andy Brown/Brandy Lee Lappin – H.S.
Carrie Hodkinson/Christina Ballard - M.S.
Vince Pompo/Kathleen Whipple – Vernon
Gary Bissailon/Maria Tschaar – Verona
James Rozwod/Christine Bolton – Sherrill |
| dd. Medicaid Compliance Officer | Patrick Goodman |
| ee. Authorization to Approve STAC Forms | Patrick Goodman |
| ff. Extra Curricular Appeals Committee | Angel Rose, Glenn “Chip” Thron |

ITEM VIII DESIGNATION OF OFFICIAL DEPOSITORIES FOR MANAGEMENT OF FUNDS, INVESTING, AND BORROWING

- ◆ Community Bank, N.A.
 - ◆ NBT Bank
 - ◆ Bank of America
- A. Community Bank, N.A.
1. General Fund Checking Account #5102026194
 2. Special Aid Checking Account #13000047
 3. School Lunch Checking Account #13000055
 4. General Fund - T.M. #22000291
- B. NBT Bank
1. Extra Curricular Checking Account (Vernon Elementary) #614113071
 2. Extra Curricular Checking Account (Verona Elementary) #614113098
 3. Extra Curricular Checking Account (Sherrill Elementary) #614113101
 4. Extra Curricular Checking Account - (Middle School) #23001730
 5. Payroll Account #23001279
 6. Capital Fund Checking Account #23001477

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ITEM VIII DESIGNATION OF OFFICIAL DEPOSITORIES FOR MANAGEMENT OF FUNDS, INVESTING, AND BORROWING CONT'D

7. Capital Money Market Account #22030540
 8. Trust & Agency Checking Account Fund #23001587
 9. General Fund Money Market #22037701
 10. Debt Service Fund Money Market Account #22037833
 11. Health Insurance Checking Account Fund #12118825
 12. Trust & Expenditure Checking Account #614516109
 13. Dental Insurance Checking Account #614325168
- C. Community Bank, N.A., and NBT
1. Official Receiver of School Taxes
 2. Extra Curricular Checking Account - (Sr. High) #5101954784
 3. Vernon Verona Sherrill FFA Checking Account #5101954750
 4. Vernon Verona Sherrill FFA Savings Account #5101954770

ITEM IX DESIGNATE OFFICIAL NEWSPAPER

- a. Rome Daily Sentinel

ITEM X BONDS - BLANKET BOND TO INCLUDE DISTRICT TREASURER AND TAX COLLECTOR

ITEM XI CREATE PETTY CASH FUNDS IN THE FOLLOWING AMOUNTS

- | | |
|--|------|
| a. Middle School – Heather Bauer | \$75 |
| b. Senior High School – Jill Collins | \$75 |
| c. Verona Elementary School – Jacqueline Cole | \$50 |
| d. Sherrill Elementary School – Amanda Cameron | \$50 |
| e. Vernon Elementary School – Valerie Marris | \$50 |
| f. Administration Building – April Sobieraj | \$75 |

ITEM XII RATE PAGE FROM BOARD POLICIES (PER ATTACHED)

ITEM XIII BOARD OF EDUCATION 2018/2019 MEETING CALENDAR

ITEM XIV BOARD OF EDUCATION 2018/2019 COMMITTEE PARTICIPATION

ITEM XV APPROVAL OF MAY 16, 2018 BOARD OF EDUCATION MEETING MINUTES

ITEM XVI APPROVAL OF PERSONNEL ACTION

1. Approval of Civil Service Appointment
2. Acceptance of Instructional Resignation
3. Approval & Removal of Instructional Substitute Appointments
4. Approval of Extended Administrative Leave
5. Approval of Instructional Extra-Pay Assignments

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ITEM XVII ACCEPTANCE/APPROVAL OF FINANCE ACTION

1. Acceptance of Claims Auditor's Approval to Pay June 15, 2018 Warrant

Non-Consent Items*****

ITEM XVIII POLICY ACTION

1. Approval of Resolutions for the Certification of Lead Evaluators

ITEM XIX FINANCE ACTION

1. Approval of Internal Audit Corrective Action Plan
2. Approval of Contract with King & King Architects, LLP for Architectural Services Relative to the J.D. George Capital Outlay 2018 Project

ITEM XI PRESIDENT'S REPORT

1. August 2, 2018 – Board/Administrator Retreat, 5:30 PM, Vernon Downs

ITEM XX1 SUPERINTENDENT'S REPORT

1. Review of Policies 0011, 1025, 2010, 2011, 4012, 4030, & 7015 – Mrs. Group
2. 2017-2018 Professional Development Plan (PDP) Report – Mrs. Group
3. 2017-2018 Professional Development Plan (PDP) Certification – Mrs. Group

ITEM XXI1 PUBLIC SESSION

ITEM XXII1 BOARD FORUM

ITEM XXIV EXECUTIVE SESSION

(for discussion of specific personnel and pending litigation)

ITEM XXV INFORMATION

1. Madison-Oneida BOCES Banner Newsletter, Graduation 2018

The public is encouraged to attend Board of Education Meetings, and their input is welcome during Public Sessions. The President may recognize and/or limit the amount of time people have to speak. The President, as spokesperson for the Board, will respond by thanking individuals for their comments. The President and/or the Vice-President may refer to another Board Member for a single response to any question. Requests for additional information will be referred to the Superintendent for a written response. The President may indicate that the expressed idea or concern will be considered by the Board at a future meeting. The person will be notified, if feasible, of the date on which the item will be discussed. *(Policy 2055)*