

**VERNON-VERONA-SHERRILL  
BOARD OF EDUCATION  
ORGANIZATIONAL MEETING AGENDA**

**July 7, 2021**

**5:30 PM – Middle/High School Learning Commons Classrooms**

**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) & District Safety Plan

**ITEM VII APPROVAL OF JUNE 21, 2021 BOARD OF EDUCATION MEETING MINUTES**

**Consent Items\*\*\*\*\***

**ITEM VIII APPOINTMENTS**

- |   |  |
|---|--|
| a. Clerk  | Tamara Whooten                             |
| b. Asst. Clerk  | Mark Wixson                                |
| c. Treasurer  | Sherri Froass                              |
| Deputy Treasurer  | April Sobieraj                             |
| d. Tax Collector  | Paula Pawlikowski                          |
| e. Deputy Tax Collector   | April Sobieraj                             |
|   | Patty Kahler                               |
| f. School Attorneys   | Hodgson Russ, LLP                          |
|   | Ferrara Fiorenza PC                        |
|   | Costello, Cooney, & Fearon, PLLC           |
|   | Madison/Oneida BOCES Shared Legal Services |
|   | OneGroup                                   |
| g. Insurance Agent  | Mark Wixson                                |
| h. Records Management Officer   | Erin Sanchez - H.S.                        |
| i. Comptroller of Extra Curricular Funds                                      | Carrie Hodgkinson – M.S.                   |
|   | Vincent Pompo – Vernon                     |
|   | Gary Bissaillon - Verona                   |
|   | Elisabeth Relyea - Sherrill                |
| j. Treasurer of Extra Curricular Funds  | Jill Collins – H.S.                        |
|   | Heather Bauer – M.S.                       |
|   | Tracy Killian - Vernon                     |
|   | Jacqueline Cole – Verona                   |
|   | Katherine DeJesus - Sherrill               |
| k. District Representative for Federal Funds<br>& Authority to Apply for Same | Martha Group                               |
| l. Secretary to the Board of Education  | Tamara Whooten                             |

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## ITEM VIII APPOINTMENTS CONT'D

- |   |  |
|---|--|
| m. School Physicians  | TriValley Family Practice  |
| n. Purchasing Agent   | Paula Pawlikowski  |
| o. Assistant Purchasing Agent   | Mark Wixson  |
| p. Claims Auditor   | April Sobieraj   |
| Substitute Claims Auditor   | Patty Kahler   |
| q. Internal Auditor   | Mary Bush  |
| r. District Audit Committee   | Board of Education   |
| s. Certification of District Payroll  | Mark Wixson  |
| t. Certification of Warrant   | April Sobieraj   |
| 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 2021-2022                                       | (see attached)   |
| z. Local Enforcement Agency (LEA) Designee of the<br>Asbestos Management Plan | Ronald Gregory   |
| aa. Authorization to Approve Corrected Tax Rolls                              | Martha Group   |
| bb. Dignity for All Students Act (DASA) Coordinators                          | Erin Sanchez/Brandy-Lee Lappin – H.S.<br>Carrie Hodkinson/Christina Ballard - M.S.<br>Vince Pompo/Jasmine Peck – Vernon<br>Gary Bissailon/Maria Tschaar – Verona<br>Elisabeth Relyea/Christine Bolton – Sheri<br>Patrick Goodman |
| cc. Medicaid Compliance Officer   | Patrick Goodman/Jessica Casamento  |
| dd. Authorization to Approve STAC Forms                                       | Amanda Palmer, Glenn “Chip” Thron  |
| ee. Extra-Curricular Appeals Committee  | Tina Laramie, Mark Peavey, Mark Wixson   |
| ff. District Credit Card Users  | Mark Wixson  |
| gg. Data Protection Officer   | Martha Group   |
| hh. Records Access Appeal Officer   | Erin Scheemaker  |
| ii. Title IX Compliance Officer   |  |

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

- ◆ Community Bank, N.A.
  - ◆ NBT Bank
  - ◆ BNY Mellon (Bank of America)
  - ◆ Access Federal Credit Union
- 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 IX DESIGNATION OF OFFICIAL DEPOSITORIES FOR MANAGEMENT OF FUNDS, INVESTING, AND BORROWING CONT'D**

7. Capital Money Market Account #22030540
8. General Fund 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. Extra Curricular Checking Account - (Sr. High) #5101954784
  2. Vernon Verona Sherrill FFA Checking Account #5101954750
  3. Vernon Verona Sherrill FFA Savings Account #5101954770
- D. Access Federal Credit Union
  1. Vernon Verona Sherrill FFA Account to be Established

**ITEM X DESIGNATE OFFICIAL NEWSPAPER**

- a. Rome Daily Sentinel

**ITEM XI BONDS - BLANKET BOND TO INCLUDE DISTRICT TREASURER, DEPUTY TREASURER, CENTRAL TREASURER ACTIVITIES FUNDS, INTERNAL CLAIMS AUDITOR, AND TAX COLLECTOR**

**ITEM XII 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 – Katherine DeJesus \$50
- e. Vernon Elementary School – Tracy Killian \$50
- f. Transportation Department – Kimberly Fera \$50
- g. District Office – Tamara Whooten \$75

**ITEM XIII RATE PAGE FROM BOARD POLICIES (PER ATTACHED)**

**ITEM XIV BOARD OF EDUCATION 2021/2022 MEETING CALENDAR**

**ITEM XV BOARD OF EDUCATION 2021/2022 COMMITTEE PARTICIPATION**

**ITEM XVI APPROVAL OF PERSONNEL ACTION**

1. Acceptance of Civil Service Resignations
2. Approval to Correct Civil Service Change in Status
3. Approval of Civil Service Leave of Absence
4. Approval of Civil Service Appointments
5. Approval of Instructional Appointments
6. Approval of Instructional Substitute Appointments
7. Approval of Instructional Extra-Pay Assignment

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**ITEM XVII ACCEPTANCE/APPROVAL OF FINANCE ACTION**

1. Acceptance of Claims Auditor’s Approval to Pay June 15, 2021 & June 22, 2021 Warrant
2. Approval of School Lunch Fund Dated May 31, 2021
3. Approval of Textbook Discards

**Non-Consent Items\*\*\*\*\***

**ITEM XVIII POLICY ACTION**

1. Acceptance of CPSE & Sub-CSE Committee Recommendation
2. Approval of Resolutions for the Certification of Lead Evaluators
3. Approval to Remove Policy Section 6000 from the Table
4. Approval of Policy Section 6000

**ITEM XIX PRESIDENT’S REPORT**

1. August 16, 2021 – Board of Education Meeting, 5:30 PM District Tour Part I & 7:00 PM Regular Meeting, Middle/High Learning Commons Classrooms
2. August 18, 2021 – Board/Administrator Retreat, 5:30 PM, Middle School STEAM Commons

**ITEM XX SUPERINTENDENT’S REPORT**

1. Review of Policies 0011, 1025, 2001, 2004, 3001, 4300, 4500, & 7015 – Mrs. Group
2. Draft ARP-ESSER & CRRSA Plan – Mrs. Group
3. Director of Student Programs & Communications Report – Mrs. Whalen

**ITEM XXI BOARD FORUM**

**ITEM XXII PUBLIC SESSION**

**ITEM XXIII INFORMATION**

1. Enrollment Reports of June 30, 2021
2. *VVS Friday Flash*, Weeks 38 & 39

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*)