

JOHNSBURG CENTRAL SCHOOL
BOARD OF EDUCATION ORGANIZATIONAL/REGULAR MEETING
Tuesday, July 2, 2024

AGENDA

- I. A. Call to Order with Pledge of Allegiance
- B. Temporary Chairperson
MOTION to appoint Cindy Homer, District Clerk, as Temporary Chairperson.
- C. Nominations for President and Vice President
MOTION to appoint _____ as President of the School Board for the 2024-2025 school year.
MOTION to appoint _____ as Vice- President of the School Board for the 2024-2025 school year.
- D. Oath of Office
Oath of Office signed and filed by: District Clerk, District Treasurer, District Tax Collector, Administrators, and Board Members.
- E. Cindy Homer will relinquish the temporary chairperson position and turn the meeting over to the Board President.

II. Agenda Changes/Items to be withdrawn from the Consent Agendas.

- A. Claims Auditor
appointment of Mary Alexander as Claim’s Auditor at \$2,500 for the 2024-2025 school year.
- B. Bank Reconciliation
appointment of Kathy Spring as our bank reconciliation auditor at \$4,000.00 for the 2024-2025 school year.
- C. Payroll Auditor
appointment of Kathy Spring as our payroll auditor at \$1,000 for the 2024-2025 school year.
- D. Dean of Students
appointment of Cathy Kennedy as Dean of Students at \$6,000 for the 2024-2025 school year. When the Superintendent and Principal are both out of the building, the Dean of Students will be paid an additional \$100 per day and \$50 per half day.
- E. District Tax Collector
MOTION to appoint Mary Alexander as District Tax Collector at \$6,000 for the 2024-2025 school year.

- F. District Clerk
MOTION to appoint Cindy Homer as District Clerk at \$6,000 for the 2024-2025 school year.
- G. Substitute Caller
MOTION to appoint Amanda May as substitute caller at \$2,603 for the 2024-2025 school year.

III. Appointments:

- A. **MOTION** to accept the Consent Agenda for Appointments:
 - 1. Bussiness Administrator
appointment of Elizabeth Viele as the Business Administrator for the 2024-2025 school year.
 - 2. District Treasurer
appointment of Kathy Spring as District Treasurer for the 2024-2025 school year.
 - 3. Assistant District Treasurer
appointment of Mary Alexander as Assistant District Treasurer for the 2024-2025 school year.
 - 4. Extra-Curricular Fund Comptroller
appointment of Heather Flanagan as Extra-Curricular Fund Comptroller for the 2024-2025 school year.
 - 5. Extra-Curricular Fund Central Treasure
appointment of Sarah Kelly as the Extra-Curricular Fund Central Treasure for the 2024-2025 school year.
 - 6. Asbestos Designee
appointment of Frank Morehouse Jr. as Asbestos Designee for the 2024-2025 school year.
 - 7. Purchasing Agent
Authorizing the Superintendent of School as the Purchasing Agent for the 2024-2025 school year.
 - 8. Deputy Purchasing Agent
Authorizing Elizabeth Viele as the Purchasing Agent for the 2024-2025 school year.
 - 9. CSE Committee
appointment of the following members to the Committee on Special Education for the 2024-2025 school year:
Chairperson: Amanda Durkee
Co-Chairperson: Heather Flanagan
Case Managers as needed, including all special education teachers

School Nurse - Amber Aurilio
Physician: Hudson Headwaters
Regular Education Teacher as Required
Related Service Therapists as Required

10. CPSE Committee

appointment of the following members to the Pre-School Committee on Special Education for the 2024-2025 school year:

Chairperson: Amanda Durkee
Co-Chairperson: Heather Flanagan
Case Managers as needed, including all special education eachers
School Nurse - Amber Aurilio
Physician: Hudson Headwaters
Regular Education Teacher as Required
Related Service Therapists as Required
Warren County Representative, as needed

11. 504 Assessment Team

appointment of the following members to the 504 Assessment Team for the 2024-2025 school year:

Chairperson: Amanda Durkee
Co-Chairperson: Heather Flanagan
Case Managers as needed, including all special education teachers
School Nurse - Amber Aurilio
Physician: Hudson Headwaters
Regular Education Teacher as Required
Related Service Therapists as Required

12. Census Enumerator

appointment of Laurie West as Census Enumerator for the 2024-2025 school year.

13. Attendance Officer

appointment of Laurie West as the Attendance Officer for the 2024-2025 school year.

14. Records Access Officer

appointment of Cassie Noel as the Records Management Officer for the 2024-2025 school year.

15. DASA Coordinator

appointment of Heather Flanagan as DASA Coordinator for the 2024-2025 school year.

16. Homeless Liaison
appointment of Heather Flanagan as the Homeless Liaison for the 2024-2025 school year.
 17. Lead Data Officer
appointment of Michael Markwica as Lead Data Officer for the 2024-2025 school year.
 18. Title IX Coordinator
appointment of Michael J. Markwica as the primary Title IX Coordinator for the 2024-2025 school year.
 19. appointment of Heather Flanagan as the secondary Title IX Coordinator for the 2024-2025 school year.
 20. Substitute Teacher Rate of Pay
MOTION to set substitute teacher rate of pay at \$121 for certified teachers and \$109.00 for uncertified teachers for the 2024-2025 school year.
- B. District Clerk will obtain and file the appropriate Oath of Office from the above list.

IV. Agency Appointments:

- A: **MOTION** to accept the Consent Agenda for Agency Appointments
1. District Physician
appointment of Hudson Headwaters Health Network as the School District Physician for the 2024-2025 school year.
 2. Independent Auditor
appointment of Raymond G. Preusser, CPA, P.C., as independent Auditor of the 2024-2025 school year per bid contract.
 3. Bond Counsel
appointment of Barclay Damon as our Bond Counsel as needed for the 2024-2025 school year.
 4. Insurance Agent
appointment of USI Insurance Services LLC as our Insurance Agent for the 2024-2025 school year.
 5. School Attorney
appointment of Giranvi & Ferlazzo, PC, as the School District Attorney for the 2024-2025 school year.

V. Designations

A. MOTION to accept the Consent Agenda for Designations

1. Bank Depository designating Community Bank NA and NYCLASS, Glens Falls National as the Official Bank Depositories for the 2024-2025 school year.
2. Official Newspapers designating the Post Star as the Official Newspaper for the 2024-2025 school year.

VI. Authorizations

A. MOTION to accept the Consent Agenda for Authorizations

1. Certify Payrolls authorizing the Superintendent of Schools to certify payrolls for the 2024-2025 school year
2. Board Conferences authorizing the members of the Board of Education to attend conferences and conventions with expenses for the 2024-2025 school year.
3. Petty Cash Fund authorizing a Petty Cash Fund not to exceed \$100 at any one time and to approve Laurie West as the Petty Cash Comptroller for 2024-2025 school year.
4. Signatories authorizing Michael Markwica, Kathy Spring, Mary Alexander, and Elizabeth Viele to sign school checks for the 2024-2025 school year.
5. Budget Transfers authorizing the Superintendent of Schools to make budget transfers up to \$25,000 for the 2024-2025 school year.
6. State and Federal Funds authorizing the Superintendent of Schools as Administrator of State and Federal Funds for the 2024-2025 school year.
7. Investment of Funds authorizing the District Treasurer and Superintendent to invest funds for the 2024-2025 school year.
8. Grant Officer

authorizing the Superintendent or their designee to apply for grants in aid both State and Federal for the 2024-2025 school year.

VII. Official Undertakings (Bonds)

A: **MOTION** to accept the Consent Agenda for Official Undertakings (Bonds)

1. District Clerk Bond
approve the District Clerk Bond for the 2024-2025 school year.
2. Treasurer's Bond
approve the Treasurer's Bond for the 2024-2025 school year.
3. Substitute Treasurer's Bond
approve the Substitute Treasurer's Bond for the 2024-2025 school year.
4. Tax Collector's Bond
approve the Tax Collector's Bond for the 2024-2025 school year.
5. Superintendent's Bond
approve the Superintendent's Bond for the 2024-2025 school year.
6. Central Treasure Activity Bonds (Extra-Curricular)
approve the Central Treasurer Bond for the 2024-2025 school year.
7. Internal Claims Auditor Bond
approve the Internal Claims Auditor Bond for the 2024-2025 school year.
8. All persons and positions required by law or regulation to be bonded.
approve the bond for all persons and positions required by law or regulation to be bonded for the 2024-2025 school year.

VIII. Other Items

A: **MOTION** to approve the Consent Agenda for Other Items

1. Mileage Reimbursement
approve the mileage reimbursement rate to coincide with the IRS determined rate for the 2024-2025 school year.
2. Board Committees
approve the following Board Committees:
 - a) Finance/Negotiations/Audit;
 - b) Buildings and Grounds;
 - c) Staff Development/Curriculum;
 - d) School Climate/Safety and Community Relationsfor the 2024-2025 school year.
3. Free and Reduced Lunch Program Guidelines
approve the Free and Reduced Lunch Program Guidelines for the

- 2024-2025 school year.
4. Community Eligibility Program (CEP)
approve the continuation of the Community Eligibility Program (CEP) for free breakfast and lunch to all students for the 2024-2025 school year.
 5. Tuition
approve tuition for the 2024-2025 school year at \$3,000 for Grades Pre-K- 12.
If Pre-K is a half day, tuition will be prorated accordingly.
 6. Policy Manual
adopt the Policy Manual for the 2024-2025 school year.
 7. BOCES Contract
approve the BOCES Contract for the 2024-2025 school year.
 8. Athletic Placement Process Policy
approval of the Athletic Placement Process Policy as written below.
WHEREAS, Section 135.4©(7)(ii)(a)(4) of the Regulations of the Commissioner of Education provides for a board of education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to compete on interscholastic athletic teams organized for pupils in the seventh and eighth grades; and WHEREAS, these pupils are to be allowed to compete at levels that are appropriate to their physical maturity, physical fitness, and sport skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and WHEREAS, the State Education Department issues the competition standards for these pupils to compete under a program called the Athletic Placement Process;
THEREFORE BE IT RESOLVED that the Johnsburg Central School District Board of Education shall permit pupils to compete after successfully completing the Athletic Placement Process for the requested sport and level.

IX. Non-Consent Items:

- A. 2024-2025 Johnsburg Central School Course Catalog
MOTION to approve the Programs/Curriculum and the high school course catalog for the 2024-2025 school year.

X. Approval of Minutes:

- A. Board of Education Meeting
MOTION to approve the minutes of June 9, 2024, Regular Board of Education Meeting.
- B. CSE/CPSE/504 Reports
MOTION to accept CPSE, CSE, and the 504 Reports

XI. Financial Report

- A. June Summary of Meals
- B. May Extra-Curricular Fund Report
- C. Corrective Action Plan
MOTION to approve the Corrective action plan for the 2022-2023 Johnsborg Central School Audit to be implemented on July 2, 2024 that includes: creation of an office procedure manual; create a disaster recovery plan; create a plan to ensure the proper 4% is maintained in fund balance; create a timeline for financial postings and record keeping to ensure a timely end of the school year closeout; create protocols to ensure that accounts receivable, accounts payable, and budget transfers are done in a timely manner; implement a process so all necessary reports are given to the Board of Education in a timely manner; monitor the school lunch fund closely to ensure that it does not run in a deficient; and create a written plan for spending our reserved funds where appropriate.

XII. Appointments/Extra-Curricular

A. Agenda Changes/Items to be withdrawn from the Consent Agendas.

Elementary Ski Club

MOTION to appoint Kim McKenna as the 2/3 Elementary Ski Club Advisor at \$800 for the 2024-2025.

B: MOTION to approve the Consent Agenda for Appointments/Extra-Curricular

- 1. **MOTION** to appoint Kim McKenna as Pre-K-3 Coordinator at 1.025 of her salary for the 2024-2025 school year.
- 2. **MOTION** to appoint Ilena Corr as Coordinator for 4-8 at 1.025 of her salary for the 2024-2025 school year.
- 3. **MOTION** to appoint Amanda Durkee as Department Chair for Special Education at 1.025 of her salary for the 2024-2025 school year.

4. **MOTION** to appoint Chad Pooler as Department Chair for Science at 1.025 of his salary for the 2024-2025 school year.
5. **MOTION** to appoint Shannon Ordway as Department Chair for Math at 1.025 of her salary for the 2024-2025 school year.
6. **MOTION** to appoint Steve Tomb as Department Chair for English at 1.025 of his salary for the 2024-2025 school year.
7. **MOTION** to appoint Russell Moro as Department Chair for Social Studies at 1.025 of his salary for the 2024-2025 school year.
8. **MOTION** to appoint Amanda May as Freshman Class Advisor at \$550.00 for the 2024-2025 school year.
9. **MOTION** to appoint Rebecca Morris as the Sophomore Class Advisor at \$550.00 for the 2024-2025 school year.
10. **MOTION** to appoint Heather Olesheski as Senior Class Advisor at \$550 for the 2024-2025 school year.
11. **MOTION** to appoint Heather Olesheski as Graduation Coordinator at \$1,150 for the 2024-2025 school year.
12. **MOTION** to appoint Rachel Brower as Jr. National Honor Society Advisor at \$550 for the 2024-2025 school year.
13. **MOTION** to appoint Janelle Turcotte as Sr. National Honor Society Advisor at \$550 for the 2024-2025 school year.
14. **MOTION** to appoint Matt Wells as Youth and Government Advisor at \$950 for the 2024-2025 school year.
15. **MOTION** to appoint Kristen Varney and Amanda May as Jr. High Travel Club Co-Advisors at \$550 each for the 2024-2025 school year.
16. **MOTION** to appoint Brent Pavlick as Advisor to the Spanish Club at \$550 for the 2024-2025 school year.
17. **MOTION** to appoint Katy Ashe, Sally Eichler, Sarah Fink, Cathy Kennedy, Kiely Knickerbocker, Kim McKenna, Heather Olesheski, Shannon Ordway, Jodie Seymour, Shannon Stone, Steve Tomb, Janelle Turcotte, Laura Webb, and Matt Wells as Mentors at \$1,000 each if needed for the 2024-2025 school year.
18. **MOTION** to appoint Maxwell Garrett as Select Instrumental Ensemble (Jazz Band) at \$1,850 for the 2024-2025 school year.
19. **MOTION** to appoint Katy Ashe as Select Vocal Ensemble (Pop Singers) at \$1,850 for the 2024-2025 school year.
20. **MOTION** to appoint Katy Ashe as the Advisor to the Musical Performance/Variety Show Director at \$1,650 for the 2024-2025 school year.
21. **MOTION** to appoint Heather Olesheski and Laura Webb as Co-Advisors for MakerSpace at \$750 each for the 2024-2025 school year.

22. **MOTION** to appoint Shannon Stone as Student Council/Student Government Advisor at \$950 for the 2024-2025 school year.
23. **MOTION** to appoint Mary Cooper and Michelle Volcheck as Co-After School Program Advisor at \$50/day for the 2024-2025 school year.
24. **MOTION** to appoint Pam Ross, Michelle Volcheck, and Sarah Kelly as Detention Monitors at \$50/day when needed for the 2024-2025 school year.
25. **MOTION** to appoint Katy Ashe as Gay Straight Alliance (GSA) Advisors at \$550 for the 2024-2025 school year.
26. **MOTION** to appoint Ilena Corr as Advisor for Standing Together Club at \$550 for the 2024-2025 school year.
27. **MOTION** to approve Chadwick Pooler as Advisor to the Marine Biology Club at \$550 for the 2024-2025 school year.
28. **MOTION** to appoint Rebecca Morris and Rachel Pietryka as Co-Yearbook Advisor at \$1,075 each for the 2024-2025 school year.
29. **MOTION** to appoint Rachel Bulera Advisor for Earth Club at \$550 for the 2024-2025 school year.
30. **MOTION** to appoint Heather Olesheski as School Spirit Coordinator at \$950 for the 2024-2025 school year.

XIII. Athletics Clubs and Team Appointments

- A. **MOTION** to appoint Joe San Antonio as the Varsity Girl' Soccer Coach for the 2024-2025 school year as per the JCSTA contract.
- B. **MOTION** to appoint Erika Patton as Trap Advisor at \$2,080 for the 2024-2025 school year.
- C. **MOTION** to appoint Shannon Stone as the Elementary Running Club Advisor at \$800 for the 2024-2025 school year.
- D. **MOTION** to appoint Joe San Antonio as the 5/6 Elementary Ski Club Advisor at \$800 for the 2024-2025 school year.

XIV. Outside Agency Appointments

- A. **MOTION** to appoint Jill Hodgson/North Creek Related Services, LLC for Occupational Therapy services per the contract for the 2024-2025 school year.
- B. **MOTION** to appoint Denise Putney/Putney Physical Therapy for Physical Therapy services per the contract for the 2024-2025 school year.

XV. Other Appointments

- A. **MOTION** to appoint Tazlynn Johnson as a cleaner at Level 3, per the CSEA contract, beginning July 1, 2024.

XVI. Updates:

XVII. Executive Session

- A. **MOTION** to adjourn to Executive Session for Personnel Hiring.
- B. **MOTION** to return to Regular Session.

XVII. Other Business

XVIII. Visitors Comments:

VISITOR’S COMMENTS:

In an effort to provide an opportunity for all interested speakers, speakers shall have three (3) minutes during the public comment period. Community members who have signed up before the meeting will have the first opportunity to talk, followed by other visitors. If someone wants to speak for a second time, after everyone has had a chance to speak, they will have a second opportunity to speak for an additional three (3) minutes. The Board President or the Superintendent may respond when the BOE has received and reviewed the comments. When members speak to the Board, they shall state their name, the name of the organization (if any) they represent, and the agenda item they wish to comment on. You will have three (3) minutes to address the Board, and the District Clerk will let you know when you have a minute left. Please be aware that by law, individual student information or particular personnel issues cannot be discussed at public sessions of the Board. The Board will not allow interruptions, slanderous remarks, or name-calling” by speakers or the audience. We take public comment very seriously, and notes will be taken. The Board generally does not respond during the public comment. If an answer or comment is needed, then the Board President or the Superintendent will respond at a later time, either in writing or at the next board meeting.

XIX. Upcoming Dates:

- July 17 (Wednesday) BOE Retreat: 5-9 PM
- July 22 (Monday) BOE Retreat: 5-9 PM
- August 12 (Monday) BOE Retreat: 5-6, then after Regular BOE meeting.
- August 12 (Monday) Board of Education Meeting: 6 PM

XX. Adjournment

MOTION to adjourn