

**NORTH WARREN CENTRAL SCHOOL
ORGANIZATIONAL MEETING
July 13, 2020 - 5:00 PM**

_____ Call to Order – Pledge of Allegiance _____ PM

Board Members Present:

_____ **Paul Buckman**
_____ **Mike Erickson**
_____ **Dan Freebern**
_____ **Katelyn Hill**
_____ **Tammie LaGuerre**
_____ **John Maday**
_____ **Cortney Swan**

Also Present:

_____ **Michele G. French, Superintendent**
_____ **Christopher Lail, Business Official**
_____ **Judith McAvey, District Clerk**
_____ **Caleb Martin, 7 – 12 Principal**
_____ **Maggie Kelly, PreK – 6 Principal**

1. _____ Organizational Business

_____ Oath of Office - Trustees

_____ John Maday - Three year term
_____ Mike Erickson - Three year term
_____ Cortney Swan – Three year term

_____ Election of Board President

_____ Election of Board Vice President

_____ Oath of Office, President and Vice President

_____ Appointments Board Officers - Superintendent's Recommendation

_____ School District Treasurer – Christopher Lail
_____ School District Deputy Treasurer – Caleb Martin
_____ District Clerk with a stipend of \$4,841.– Judith McAvey
_____ Claims Auditor with a stipend of \$3,460. – Sheila Ellsworth

_____ Appointments – Superintendent's Recommendation

_____ Attendance Officer – Caleb Martin
_____ Athletic Director with a stipend of \$5,608. – Lynn Lewis
_____ School Physician - Dr. John Ruge
_____ School Attorneys- Guercio & Guercio, LLP
_____ Independent Auditor- Jenkins, Beecher & Bethel, LLP
_____ Central District Treasurer with a stipend of \$3,113.– Margaret Hill
_____ Faculty Auditor – Christopher Lail
_____ Records Retention & Access Officer – Christopher Lail
_____ Records Management & Disposition Officer – Maja Tlokinska-Scroggins
_____ Committee on Special Education and Special Education Sub-Committees (see attached)
_____ Committee on Preschool Special Education (see attached)
_____ Surrogate Parent (see attached)
_____ Hearing Officers (see attached)
_____ School Providers (see attached)
_____ DASA Coordinator - Mike Therio
_____ Board of Education Audit Committee – _____, _____, _____

- _____ Purchasing Agent – Superintendent
- _____ LEA Designee – Brian Sabattis
- _____ Tax Collector – Sheila Ellsworth

_____ Designations

- _____ Official School Depository - Glens Falls National Bank
- _____ Third Party Custodian - Manufacturers & Traders Trust Co. (M & T Bank)
- _____ Payroll Certification Officer - Superintendent
- _____ Insurance Officer - Mark Carpenter
- _____ Designate Superintendent to sign Grant Applications
- _____ Designate Superintendent to hire substitutes
- _____ Official School Newspaper – The Post Star
- _____ Compliance Officer (Title IX/Section 504/ADA) – Superintendent
- _____ Homeless Liaison – Michele French
- _____ Child Nutrition Officials
 - _____ Verification Official – David Scroggins
 - _____ Reviewing Official – Christopher Lail
 - _____ Hearing Official – Michele French
- _____ Chemical Hygiene Officer – Brian Sabattis

_____ Authorizations

- _____ Petty Cash Funds - \$100 each - Judith McAvey and Christine Jay
- _____ Kitchen Start Up Fund - \$200
- _____ Tax Collector Start Up Fund - \$100
- _____ Checking Account Signatures – School District Treasurer *or* School District Deputy Treasurer
- _____ Savings Account Signatures - School District Treasurer *or* School District Deputy Treasurer
- _____ Activity Fund Checking Signatures - Central District Treasurer
- _____ Investment Accounts - School District Treasurer *or* School District Deputy Treasurer
- _____ Approval of attendance at conferences, conventions, workshops for Board of Education members, with expenses.
- _____ Approve the following as authorized personnel for use of the Glens Falls National Bank district credit card with a credit limit of \$7,000.00: Superintendent, Board of Education, instructional staff, non-instructional staff.
- _____ Approve the following as authorized personnel for use of the Exxon-Mobil gas credit card with a credit limit of \$400.00: Superintendent, Board of Education, instructional staff, non-instructional staff.

_____ Adopt

- _____ Time & Date of Regular Meetings -([See attached](#))
- _____ Adopt Substitute Pay Rates (See Attached)
- _____ Adopt IRS mileage rate for all employees
- _____ Re-adopt all Policies in effect during the previous year.

REGULAR MEETING ITEMS

2. _____ **Agenda Changes**

3. _____ **Minutes**

- a. _____ Recommend the Board approve the minutes of the [June 17, 2020](#) Regular Meeting of the Board of Education.

4. _____ **Continuing Business**

- a. _____ Recommend the Board approve warrants 74 and PND2.
- b. _____ Recommend the Board accepts the IEP's
- c. _____ Recommend the Board appoint Nicole Rushlow as Advisor for the Class of 2023.

5. _____ **New Business**

- a. _____ Recommend the Board approve the legal services agreement with Guercio & Guercio, LLP for the 2020-2021 school year.
- b. _____ Recommend the Board set the rate of pay for the Tax Collector at \$15.50 per hour.
- c. _____ Recommend the Board appoint Mrs. Vivienne Frederick as a Teacher on Special Assignment for the 2020-2021 school year.
- d. _____ Recommend the Board appoint Mrs. Cheryl Erickson as a Teacher on Special Assignment for part of her day to cover computer based instruction for the 2020-2021 school year.
- e. _____ Recommend the Board approve the following Committees:
Board Policy Committee: (3 members)
Board Building and Grounds Committee: (3 members)
Athletic Committee: (3 members)
Safety Committee:
- f. _____ Recommend the Board appoint Amy Zarczynski as Vice-Principal for grades PreK-6 for the 2020-2021 school year.
- g. _____ Recommend the Board appoint Candy Fischer and Eric Bott as Co Vice-Principals for grades 7-12 for the 2020-2021 school year.
- h. _____ Recommend the Board accept the quarterly report from the Claims Auditor for April through June 2020.
- i. _____ Recommend the Board approve the MOA between North Warren Central School, North Warren Teachers Association and Jennifer Shanahan.

- j. _____ Recommend the Board appoint Chris Nelson as JV Soccer Coach for the 2020-2021 season. Pending student participation and completion of all coaching requirements.
- k. _____ Recommend the Board approve the Student Transportation Cooperative Agreement for the 2020-2021 school year.
- l. _____ Discussion of [Districtwide Safety Plan](#) and start of 30 day comment period.
- m. _____ Recommend the Board accept the quarterly report from the Central District Treasurer for April through June 2020.
- n. _____ Information regarding new Labor Relation Services.

6. _____ End of the Year Reports

- a. _____ Guidance Department
- b. _____ CSE/CPSE Department

7. _____ Matters Relating to the Board

- a. _____ Guercio & Guercio Memos

**8. _____ Date and Time of Next Meeting –
August 10th at 4:00 PM
August 31st at 4:00 PM**