

MEMBERS PRESENT: Mr. Adamkowski, Mr. Hicks, Mr. Grover, Mr. Moats, Mrs. Pangburn
(arrived at 6:00 PM), Mrs. Suttmeier, & Mr. Thompson

MEMBERS EXCUSED: Mrs. Palmer & Mrs. Pitman

OTHERS PRESENT: Mrs. Group, Miss Tiffany, Mr. Wixson, & Mrs. Whooten

ITEM I CALL TO ORDER BY CLERK

Mrs. Whooten called the meeting to order at 5:40 PM in the Administration Building.

ITEM II OATHS

Board Members signed their oaths for the 2017-18 school year.

ITEM III ELECTION OF BOARD PRESIDENT

Mrs. Whooten called for nominations for Board President.

A MOTION WAS MADE BY MR. MOATS AND SECONDED BY MR. HICKS TO NOMINATE MR. THOMPSON FOR THE POSITION OF BOARD PRESIDENT.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM IV MEETING TURNED OVER TO PRESIDENT

Mrs. Whooten turned the meeting over to President Thompson.

ITEM V ELECTION OF VICE PRESIDENT

President Thompson called for nominations for Vice President.

A MOTION WAS MADE BY PRESIDENT THOMPSON AND SECONDED BY MR. HICKS TO NOMINATE MRS. SUTTMEIER FOR THE POSITION OF VICE PRESIDENT.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM VI PUBLIC SESSION

There was no public comment.

Public Hearing – Mrs. Group provided a review of District Policy Regarding Maintenance of Order on School Property (including Dignity for All Students Act) – Policy 1025, and Ms. Tiffany provided a review of the District Safety Plan.

ITEM VII APPOINTMENTS

A MOTION WAS MADE BY MR. HICKS AND SECONDED BY MR. ADAMKOWSKI TO APPROVE THE APPOINTMENTS PER THE AGENDA.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

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

A MOTION WAS MADE BY MRS. SUTTMEIER AND SECONDED BY MR. HICKS TO APPROVE THE DESIGNATION OF OFFICIAL DEPOSITORIES FOR MANAGEMENT OF FUNDS, INVESTING, AND BORROWING PER THE AGENDA.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM IX DESIGNATE OFFICIAL NEWSPAPER

A MOTION WAS MADE BY MRS. SUTTMEIER AND SECONDED BY MR. ADAMKOWSKI TO DESIGNATE THE OFFICIAL NEWSPAPER PER THE AGENDA.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

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

A MOTION WAS MADE BY MRS. SUTTMEIER AND SECONDED BY MR. GROVER TO APPROVE THE BONDS – BLANKET BOND TO INCLUDE DISTRICT TREASURER AND TAX COLLECTOR.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XI CREATE PETTY CASH FUNDS IN THE FOLLOWING AMOUNTS

A MOTION WAS MADE BY MR. MOATS AND SECONDED BY MR. HICKS TO APPROVE CREATING PETTY CASH FUNDS PER THE AGENDA.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XII RATE PAGE FROM BOARD POLICIES

A MOTION WAS MADE BY MR. HICKS AND SECONDED BY MR. ADAMKOWSKI TO APPROVE THE RATE PAGE FROM BOARD POLICIES FOR 2017-2018.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XIII BOARD OF EDUCATION 2017/2018 MEETING CALENDAR

A MOTION WAS MADE BY MR. MOATS AND SECONDED BY MRS. SUTTMEIER TO APPROVE THE BOARD OF EDUCATION 2017/2018 MEETING CALENDAR.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XIV BOARD OF EDUCATION 2017/2018 COMMITTEE PARTICIPATION

A MOTION WAS MADE BY MR. HICKS AND SECONDED BY MR. GROVER TO APPROVE THE BOARD OF EDUCATION 2017/2018 COMMITTEE PARTICIPATION PER THE COMMITTEE PARTICIPATION CHART.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XV APPROVAL OF PERSONNEL ACTION

A MOTION WAS MADE BY MRS. PANGBURN AND SECONDED BY MR. MOATS TO APPROVE THE PERSONNEL ACTION PER THE ATTACHMENTS.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XVI ACCEPTANCE/APPROVAL OF FINANCE ACTION

A MOTION WAS MADE BY MR. HICKS AND SECONDED BY MRS. PANGBURN TO ACCEPT/APPROVE THE FINANCE ACTION PER THE ATTACHMENT.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XVII APPROVAL OF CSE, SUB-CSE & CPSE COMMITTEE RECOMMENDATIONS

A MOTION WAS MADE BY MR. MOATS AND SECONDED BY MRS. PITMAN TO APPROVE THE CSE, SUB-CSE, & CPSE COMMITTEE RECOMMENDATIONS.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XVIII POLICY ACTION

1. Approval of Resolutions for the Certification of Lead Evaluators

A MOTION WAS MADE BY MRS. SUTTMEIER AND SECONDED BY MR. HICKS TO APPROVE THE RESOLUTIONS FOR THE CERTIFICATION OF LEAD EVALUATORS.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

2. Approval to Table Policy 5032 for Review

A MOTION WAS MADE BY MR. MOATS AND SECONDED BY MR. GROVER TO TABLE POLICY 5032 FOR REVIEW.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

3. Approval to Table Policy 5052 for Review

A MOTION WAS MADE BY MR. MOATS AND SECONDED BY MRS. PANGBURN TO TABLE POLICY 5052 FOR REVIEW.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XIX FINANCE ACTION

1. Approval of Textbook Discards

A MOTION WAS MADE BY MRS. SUTTMEIER AND SECONDED BY MR. HICKS TO APPROVE THE TEXTBOOK DISCARDS.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

2. Acceptance of Bid by Bacon & Seiler Constructors, Inc. for Flooring Replacement at E.A. McAllister Elementary School Pursuant to the 2017 Capital Outlay Project #41-20-00-05-0-007-10

A MOTION WAS MADE BY MR. HICKS AND SECONDED BY MRS. PANGBURN TO ACCEPT THE BID BY BACON & SEILER CONSTRUCTORS, INC. FOR FLOORING REPLACEMENT AT E.A. MCALLISTER ELEMENTARY SCHOOL PURSUANT TO THE 2017 CAPITAL OUTLAY PROJECT #41-20-00-05-0-007-10.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

3. Approval of Resolution of Necessity for an Emergency Capital Improvement Project at John D. George Elementary School

A MOTION WAS MADE BY MR. HICKS AND SECONDED BY MRS. ADAMKOWSKI TO APPROVE THE RESOLUTION OF NECESSITY FOR AN EMERGENCY CAPITAL IMPROVEMENT PROJECT AT JOHN D. GEORGE ELEMENTARY SCHOOL.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

4. Approval of Resolution to Fund the District's Health Insurance Reserve Fund in the Amount of \$4,007,139

A MOTION WAS MADE BY MRS. SUTTMEIER AND SECONDED BY MR. MOATS TO APPROVE THE RESOLUTION TO FUND THE DISTRICT'S HEALTH INSURANCE RESERVE FUND IN THE AMOUNT OF \$4,007,139.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XX PRESIDENT'S REPORT

1. August 28, 2017 – Board of Education/Administrator Retreat, 3 – 6 PM, location to be confirmed.

ITEM XXI SUPERINTENDENT'S REPORT

1. Review of Policies 0011, 1025, 2010, 2011, 4012, 4030, & 7015 – Mrs. Group provided a review of these policies.
2. Acceptance of District Safety Plan- Ms. Tiffany provided a review of this plan.

A MOTION WAS MADE BY MR. ADAMKOWSKI AND SECONDED BY MRS. SUTTMEIER TO ACCEPT THE DISTRICT SAFETY PLAN.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

ITEM XXII PUBLIC SESSION – There was no public comment.

ITEM XXIII BOARD FORUM

Mr. Moats received several positive comments about the graduation ceremony.

Mrs. Pangburn noted that she recently attended a meeting with the NYS Education Department where they discussed available funding and possible grants as well as a new RFP for teacher mentors.

Mrs. Group thanked Mr. Adamkowski for the planters that appeared at the administration building.

ITEM XXIV EXECUTIVE SESSION

A MOTION WAS MADE BY MR. MOATS AND SECONDED BY MRS. PANGBURN TO GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING SPECIFIC PERSONNEL AND PENDING LITIGATION AT 6:55 PM.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

The Board came out of Executive Session at 8:12 PM.

A MOTION WAS MADE BY MRS. SUTTMEIER AND SECONDED BY MRS. PANGBURN TO ADJOURN THE MEETING AT 8:12 PM.

AYES – 7 NAYS – 0 EXCUSED - 2 MOTION CARRIED
(Palmer & Pitman)

Respectfully submitted by:



Tamara Whooten
Clerk of the Board of Education

Attachments: 7/5/17 Agenda, Personnel, & Finance Pages, and Addendum

tlw/BM75.17

**VERNON-VERONA-SHERRILL
BOARD OF EDUCATION
ORGANIZATIONAL MEETING AGENDA
July 5, 2017
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) and District Safety Plan

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 | Bailey, Haskell, & LaLonde Agency |
| h. Records Management Officer | Mark Wixson |
| i. Comptroller of Extra Curricular Funds | Andy Brown - H.S. |
| | Carrie Hodkinson – 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 |

ORGANIZATIONAL MEETING

JULY 5, 2017

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ITEM VII APPOINTMENTS CONT'D

- m. School Physicians
TriValley Family Practice
Bassett Healthcare
- n. Purchasing Agent
Laurie DeBella
- o. Assistant Purchasing Agent
Erin Tiffany
- p. Claims Auditor
Lynda DuChene
Substitute Claims Auditor
Patty Kahler
Doreen Kotwica
- 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
Doreen Kotwica
- 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 2017-2018
(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
Patrick Goodman
- 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

ORGANIZATIONAL MEETING

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

7. VVS Facilities Construction Improvement 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. VVS General Health Insurance Checking Account Fund #12118825
 12. Trust & Expenditure Checking Account #614516109
 13. VVS Dental Insurance Checking Account Fund #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 2017/2018 MEETING CALENDAR

ITEM XIV BOARD OF EDUCATION 2017/2018 COMMITTEE PARTICIPATION

ITEM XV APPROVAL OF PERSONNEL ACTION

1. Approval of Civil Service Leave of Absence
2. Approval of Civil Service Appointments
3. Approval of Instructional Leave of Absence
4. Approval of Instructional Long-Term Substitute Appointment
5. Approval of Instructional Extra-Pay Assignments
6. Approval of Administrative Salary Adjustments

ORGANIZATIONAL MEETING

JULY 5, 2017

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ITEM XVI ACCEPTANCE/APPROVAL OF FINANCE ACTION

1. Acceptance of Claims Auditor's Approval to Pay June 15, 2017 Warrant

Non-Consent Items*****

ITEM XVII APPROVAL OF CSE, SUB-CSE, & CPSE COMMITTEE RECOMMENDATIONS

ITEM XVIII POLICY ACTION

1. Approval of Resolutions for the Certification of Lead Evaluators
2. Approval to Table Policy 5032 for Review
3. Approval to Table Policy 5052 for Review

ITEM XIX FINANCE ACTION

1. Approval of Textbook Discards
2. Acceptance of Bid by Bacon & Seiler Constructors, Inc. for Flooring Replacement at E.A. McAllister Elementary School Pursuant to the 2017 Capital Outlay Project #41-20-00-05-0-007-10
3. Approval of Resolution of Necessity for an Emergency Capital Improvement Project at John D. George Elementary School
4. Approval of Resolution to Fund the District's Health Insurance Reserve Fund in the Amount of \$4,007,139

ITEM XX PRESIDENT'S REPORT

1. Schedule – Board of Education/Administrator Retreat

ITEM XXI SUPERINTENDENT'S REPORT

1. Review of Policies 0011, 1025, 2010, 2011, 4012, 4030, & 7015 – Mrs. Group
2. Acceptance of District Safety Plan – Ms. Tiffany

ITEM XXII PUBLIC SESSION

ITEM XXIII BOARD FORUM

ITEM XXIV EXECUTIVE SESSION

(for discussion of specific personnel and pending litigation)

ITEM XXV INFORMATION

1. NYSIR Annual Report 2016

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)*

7/5/17 BOARD OF EDUCATION MEETING ADDENDUM

ITEM XV PERSONNEL ACTION

2. Approval of Civil Service Appointment
 - a. Sherri Froass, approval of provisional probationary permanent school information specialist effective ~~July 31, 2017 with a 52-week probationary period beginning 7/31/17 through 7/30/18~~ July 25, 2017 with a 52-week probationary period beginning 7/25/17 through 7/24/18.

Item V-A - Personnel – July 5, 2017

A.

1. Approval of Civil Service Leave of Absence

- a. Dennis Walker, approval of unpaid leave of absence effective on June 15 & 16, 2017 for medical reasons.

2. Approval of Civil Service Appointments

- a. Sherri Froass, approval of provisional probationary permanent school information specialist effective July 5, 2017 July 31, 2017 with a 52-week probationary period beginning 7/5/17 7/31/17 through 7/4/18 7/30/18.
- b. Diane Rine, approval of substitute clerk effective September 1, 2017.

3. Approval of Instructional Leave of Absence

- a. Ashley Woodard, approval of unpaid leave of absence as an Elementary Teacher effective on or about January 8, 2018 (1/2 day) through on or about February 16, 2018 requesting the use of Family & Medical Leave Act (*in addition to paid leave effective on or about November 27, 2017 through January 8, 2018*).

4. Approval of Instructional Long-Term Appointment

- a. Elizabeth Peavey, appointment as a long-term substitute Library Media Specialist on Step 1 of the Teachers' Salary Schedule + 65 graduate hours (\$44,120) effective September 5, 2017 through June 28, 2018.

Approval of Extra-Pay Assignments (*see attachments*)

- a. 2017/2018 Teacher Leaders
- b. 2017/2018 New Teacher Mentors

6. Approval of Administrative Salary Adjustments (*see attachment*)

Teacher Leaders 2017/2018

<i>Subject</i>	<i>Last Name</i>	<i>First Name</i>
<i>Agriculture/Business</i>	Schiebel	Keith
<i>Art</i>	LeBlanc	Chris
<i>Committee on Special Educati</i>	Casamento	Jessica
	Vore	Allison
<i>English</i>	Miller	Melanie
<i>Foreign Language</i>	Rouse	Laura
<i>Guidance</i>	Holton	Karen
<i>Library Media Specialist</i>	Laramie	Tina
<i>Math</i>	Dixon	Tracy
<i>Music</i>	Carter	Linda
<i>E</i>	Weimer	Duane
<i>Reading/ELA</i>	Trevisani	Rebecca
<i>Science</i>	Gardner	Susanne
	Kiskiel	Deb
<i>Social Studies</i>	Merrill	Jason
	Myatt	Brad
<i>Special Education</i>	Goodman	Patrick
<i>Technology</i>	Feola	Thomas
	McKenna	Timothy

Mentors 2017-2018

VVS Location	Last Name	First Name
District Wide	Cassamento	Jessica
High School	Sullivan	Julia
JD George	Eychner-Guiliano	Patricia
	Sager	Arika
McAllister	Cashman	Cynthia
Middle School	Avery	Ashley

ITEM XVI – FINANCE

XVI

1. Claims Auditor's Approval to Pay Warrant Dated June 15, 2017

XIX

1. Approval of Textbook Discards
2. Acceptance of Bid by Bacon & Seiler Constructors, Inc. for Flooring Replacement at E.A. McAllister Elementary School Pursuant to the 2017 Capital Outlay Project #41-20-00-05-0-007-10
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