

**CLYDE-SAVANNAH CENTRAL SCHOOL DISTRICT**  
**Reorganization Meeting Agenda**  
**Wednesday, July 8, 2020 – 6:30 p.m.**

**1. Call to order and Pledge of Allegiance**

**2. Administer Oath of Office:**

- Elected Board Members,

**3. Election of Officers:**

Position	2019-2020	2020-2021
President	Richard Drahms	TBD
1 <sup>st</sup> Vice President	Veronica Dapolito	TBD
2 <sup>nd</sup> Vice President	David Secor	TBD

**4. Administer Oath of office to newly elected Board officers.**

**5. Appointment of Officers:**

Position	2019-2020	2020-2021
District Clerk	Doreen Patchen (\$3,600) stipend	Doreen Patchen (\$3,600) stipend
District Clerk Pro-Tem	Mary Beth Uetz	Susan Gray
District Treasurer	Mark Socola BOCES CBO	Mark Socola BOCES CBO
Deputy District Treasurer	Phyllis Moore BOCES CBO	Phyllis Moore BOCES CBO
Tax Collector	Chery Despaw (\$3,600) stipend	Chery Despaw (\$3,600) stipend
Claims Auditor	David Liseno (\$31.60 per hour)	David Liseno (\$32.39 per hour)

**6. Other Appointments or Designations:**

Position	2019-2020	2020-2021
School Physician	Dr. C. Jay Ellie, Jr., Work Fit Medical	Dr. C. Jay Ellie, Jr., Work Fit Medical
School Attorney	Ferrara, Fiorenza PC	Ferrara, Fiorenza PC
School Architect	HUNT	HUNT
Central Treasurer, Extra Classroom Activities Account:		
<ul style="list-style-type: none"> <li>• Middle School</li> <li>• High School</li> </ul>	Mara Pierce Darcey Patanzo (\$3,000) stipend	Mara Pierce Darcey Patanzo (\$3,000) stipend
Attendance Officer/Registrar	Darcey Patanzo	Darcey Patanzo
External Auditor	Crowley & Halloran, CPAs, P.C.	Crowley & Halloran, CPAs, P.C.
Records Access/Management Officer FOIL Agent	Doreen Patchen	Doreen Patchen
AHERA Designee	John Murray	Jeff Mochan
Purchasing Agent	Mary Beth Uetz	Susan Gray
Assistant Purchasing Agent	Chery Despaw	Chery Despaw
Director of Physical Education & Interscholastic Sports	Lawrence Lang	Lawrence Lang
Chief Faculty Advisors		
<ul style="list-style-type: none"> <li>• High School</li> <li>• Middle School</li> <li>• Clyde-Savannah Elementary</li> </ul>	Craig Pawlak Jennifer Kelly Kathryn Lumb	Craig Pawlak Jennifer Kelly Kathryn Lumb
Approved Lead Evaluators per 3012d APPR	Michael C. Hayden, Belinda Crowe, Chris Nicol, Dr. Craig Pawlak, Jennifer Kelly, Katy Lumb, Larry Lang, Jennifer Kelsey, Nora Haldeman	Michael C. Hayden, Chris Nicol, Dr. Craig Pawlak, Jennifer Kelly, Katy Lumb, Larry Lang, Jennifer Kelsey, Nora Haldeman
Chief Negotiator	Cayuga-Onondaga BOCES	Cayuga-Onondaga BOCES
Designee to Determine Student Residency	Michael C. Hayden	Michael C. Hayden
Title IX Coordinators "designated and authorized to coordinate compliance efforts" *09-10 two officers required per Policy 6121: 1 male/1 female	Craig Pawlak Jennifer Kelly	Craig Pawlak Jennifer Kelly
Public Access Defibrillator Provider	Kelly Smart	Kelly Smart
Banks of Deposit	LNB (Lyons National Bank); JP Morgan Chase	LNB (Lyons National Bank); JP Morgan Chase
Chemical Hygiene Officer	Kelly Haining	Kelly Haining

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<b>Position</b>	<b>2019-2020</b>	<b>2020-2021</b>
Regular Meeting	2 <sup>nd</sup> Wednesday of the month, unless otherwise specified by the Board of Education, 7 P.M. Middle/Sr. High School, Board of Education Room	2 <sup>nd</sup> Wednesday of the month, unless otherwise specified by the Board of Education, 7 P.M. Middle/Sr. High School, Board of Education Room
Reorganization Meeting (1 <sup>st</sup> Tuesday of July; 1 <sup>st</sup> Wednesday if Tuesday is a holiday; or any time during first 15 days of July by Board resolution)	July 10, 2019	July 8, 2020
Annual District Vote	6.16.2020 COVID -19 VOTE	May 18, 2021 (3 <sup>rd</sup> Tuesday)
Official Newspaper(s)	<i>Finger Lakes Times</i>	<i>Finger Lakes Times</i>
Dignity for All Students Act Coordinators	TBD HS/MS, Amy Fisher ES	Joseph DeWolf HS/MS, Amy Fisher ES

**7. Authorizations:**

<b>Approval</b>	<b>2019-2020</b>	<b>2020-2021</b>
To authorize budget transfers up to \$10,000	Michael C. Hayden	Michael C. Hayden
To authorize budget transfers of more than \$10,000, exempting payroll	Board of Education	Board of Education
To certify payrolls	Michael C. Hayden	Michael C. Hayden
To sign applications for federal and special state projects	Michael C. Hayden	Michael C. Hayden
To authorize attendance of staff at conferences, workshops, etc.	Michael C. Hayden Mary Beth Uetz Belinda Crowe	Michael C. Hayden Susan Gray
To establish petty cash funds	Mary Beth Uetz	Susan Gray
Petty Cash Funds & Petty Cash Custodians	Tax Collector \$50 C. Despaw School Café. \$250 D. Riviello	Tax Collector \$50 C. Despaw School Café. \$250 D. Riviello
Board of Education authorizes President to sign documents on behalf of the Board of Education	Richard Drahms, BOE President	TBD
Board of Education authorizes 1 <sup>st</sup> and 2 <sup>nd</sup> Vice President(s) to sign documents in the absence of the President	Veronica Dapolito, BOE 1 <sup>st</sup> Vice-President David Secor, BOE 2 <sup>nd</sup> Vice-President	TBD
Authorize Superintendent to sign School Bus Lease Agreement with other Wayne County Schools	Michael C. Hayden	Michael C. Hayden
Authorize Superintendent to involve the District in cooperative bidding at no cost to the District	Michael C. Hayden	Michael C. Hayden
Authorize Superintendent to carry out Section 913 Proceedings as necessary	Michael C. Hayden	Michael C. Hayden
Authorize Superintendent to approve contracts up to \$25,000 for the 2018-2019 School Year, including but not limited to, contracts for professional services, purchase contracts and public works contracts, as long as they fall within budgeted amounts	Michael C. Hayden	Michael C. Hayden
Authorize the Assistant Superintendent of Business and Operations to declare outdated, unused equipment, supplies, textbooks, etc., as surplus to be disposed of by bid, trade-in, scrap, etc.	Mary Beth Uetz	Susan Gray
Authorization for Assistant Superintendent of Business and Operations to make payments in advance of Board approval of claims for public utility services, postage and freight charges, etc. (1724 of Education Law)	Mary Beth Uetz	Susan Gray
Delegation of authority to invest school district monies to the District Official in accordance with sections 1604a and 1723a of the Education Law and other pertinent rules and regulations	Mary Beth Uetz	Susan Gray
Treasurer to be authorized to sign checks for disbursement of all funds of the Clyde-Savannah Central School Board of Education during the 2020-2021 school year	Mark Socola BOCES CBO	Mark Socola BOCES CBO
Deputy Treasurer to be authorized to sign check in the absence of the Treasurer	Phyllis Moore BOCES CBO	Phyllis Moore BOCES CBO
Authorize Payroll Clerk to sign tax forms	Melinda Heid	Melinda Heid

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	BOCES CBO	BOCES CBO
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**8. Official Undertakings (Bonds):**

- Bond for District Treasurer (\$1,000,000)
- Bond for District Tax Collector (\$1,000,000)
- Claims Auditor (\$1,000,000)
- School Business Administrator (\$825,000)
- Superintendent (\$825,000)
- All employees (\$100,000)

**9. Other Items:**

**Meal prices:**

(No changes for the 2020-2021 school year due to continuing with the Community Eligibility Provision)

Type A Breakfast	Free to Students	
Type A Lunch	Free to Students	
Type B Breakfast	\$1.60 student price;	\$3.00 staff price plus tax
Type B Lunch	\$2.50 student price;	\$4.25 staff price plus tax

**Mileage Reimbursement Rate:**

Establish mileage reimbursement rate at the current IRS rate (present mileage reimbursement rate is \$.57.5) Federal Rate 1/1/2020

**Meal Reimbursement Rate:**

Establish meal reimbursement rate based on Board approved per diem rates modeled after the United States General Services Administration per diem rates found at <http://www.gsa.gov/Portal/gsa/ep/home.do?tabId=0> [Policy #6161 – Conference/Travel Expense Reimbursement]

**Tuition Rates for Non-residential students:**

State estimated tuition rates for non-residential students for the 2020-2021 school year:

	<u>*K-6</u>	<u>*7-12</u>
Regular Education Costs -	\$1,957	\$3,732
	<u>K-6</u>	<u>7-12</u>
Special Education Costs –	\$21,647	\$23,422

*\*Subject to adjustment based on final SED calculations*

**Lifeguards: \$12 per hour employed on as needed basis [as student #'s dictate]**

**Substitute Pay:**

Teacher (Per Diem)	<ul style="list-style-type: none"> <li>• Per Diem Certified Substitute Teacher: \$120.00 per day per diem rate.</li> <li>• Per Diem Non-Certified Substitute: \$100.00 per day per diem rate.</li> <li>• Long-Term Substitute: From 31<sup>st</sup> consecutive day forward in the same assignment/same certification area (without absences) prorated base teacher salary with no benefits. Certification required.</li> <li>• Yearly Building Per Diem Substitute: \$120.00 per day. Assignments determined daily. No benefits. (Approximately 180 consecutive school days of work. Certification required.)</li> <li>• Annual Substitute: Board approved prior to the start of the school year in the same assignment/same certification area, base salary plus benefits. Certification required.</li> </ul>
Substitute Nurse	\$120.00 per day LPN or RN
Substitute Teaching Assistant	\$90.00 per day
Substitute Bus Driver	\$19.00 per hour
Substitute Bus Monitor	\$12.00 per hour
Substitute Clerical	\$14.50 per hour
Substitute Teacher Aide	\$12.00 per hour

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Substitute Food Service Helper	*\$12.00 per hour	*As minimum wage changes the rate will be updated.
Substitute Cleaners	\$15.00 per hour	
Substitute Bldg Maint. Mechanic	\$16.50 per hour	

**Summer Substitute Pay:**

Teacher/Nurse	\$18.00 per hour	
Teaching Assistant	*\$11.80 per hour	*As minimum wage changes the rate will be updated.
Teacher Aide	*\$11.80 per hour	*As minimum wage changes the rate will be updated.

**Code of Conduct:**

The Code of Conduct shall be publicized annually to all parents and students. The Superintendent and Administrative Cabinet shall advise the Board of Education in the manner of the publication.

**Readopting Policies and Code of Ethics:**

Re-adopting of all Policies and Code of Ethics in effect during the 2020-2021 school year

**Wayne-Finger Lakes BOCES Board:**

	<b>2019-2020</b>	<b>2020-2021</b>
<ul style="list-style-type: none"> <li>Representative</li> <li>Alternate</li> </ul>	<ul style="list-style-type: none"> <li>R. Drahms</li> <li>J. Salerno</li> </ul>	TBD

**New York State School Board Association:**

<ul style="list-style-type: none"> <li>Delegate</li> <li>Alternate</li> <li>Alternate</li> </ul>	<ul style="list-style-type: none"> <li>L. Carnevale</li> <li>V. Dapolito</li> <li>R. Drahms</li> </ul>	TBD
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**Four County School Boards Association 2019-2020**

<ul style="list-style-type: none"> <li>2 Board of Directors</li> <li>Delegate Pamela Anstee</li> <li>Alternate Jennifer Sullivan</li> </ul>	<ul style="list-style-type: none"> <li>2 Legislative Committee,</li> <li>Delegate L. Carnevale</li> <li>Alternate R. Drahms</li> </ul>
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**Four County School Boards Association 2020-2021**

<ul style="list-style-type: none"> <li>2 Board of Directors</li> <li>Delegate</li> <li>Alternate</li> </ul>	<ul style="list-style-type: none"> <li>2 Legislative Committee,</li> <li>Delegate</li> <li>Alternate</li> </ul>
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**Clyde-Savannah Board of Education Subcommittees:**

[NOTE: Committee Chair - first person listed]

**2020-2021 Committee on Special Education:**

Chairperson <ul style="list-style-type: none"> <li>Christopher Nicol</li> </ul>	General Education Teacher Familiar with Child
Alternate Chairperson <ul style="list-style-type: none"> <li>Megan Furman</li> <li>Amy Fisher</li> </ul>	Special Education Teacher of Child
School Psychologists <ul style="list-style-type: none"> <li>Megan Furman</li> <li>Amy Fisher</li> <li>James Spitz-Farris</li> </ul>	Parent/Guardian of Child
School Physician <ul style="list-style-type: none"> <li>Dr. C. Jay Ellie, Jr. Work Fit Medical</li> </ul>	

**2020-2021 Subcommittee on Special Education:**

Chairperson <ul style="list-style-type: none"> <li>Christopher Nicol</li> </ul>	General Education Teacher Familiar with Child
Alternate Chairperson <ul style="list-style-type: none"> <li>Megan Furman</li> </ul>	Special Education Teacher Familiar with Child

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<ul style="list-style-type: none"> <li>Amy Fisher</li> </ul>	
<b>2020-2021 Preschool Committee on Special Education:</b>	
Chairperson <ul style="list-style-type: none"> <li>Christopher Nicol</li> <li>Amy Fisher</li> </ul>	Service Provider(s) will vary*
Alternate Chairperson <ul style="list-style-type: none"> <li>Megan Furman</li> <li>Amy Fisher</li> </ul>	Evaluator(s) will vary*
School Psychologists <ul style="list-style-type: none"> <li>Megan Furman</li> <li>Amy Fisher</li> <li>Jamie Spitz-Farris</li> </ul>	County representative will vary**
*will be determined based on the needs of the child	
**position membership determined by Wayne County	

**2020-2021 District Safety Team**

<ul style="list-style-type: none"> <li>Michael Haden</li> <li>Susan Gray</li> <li>Chris Nicol</li> <li>Laura Bliss</li> <li>Dr. Craig Pawlak</li> <li>Jennifer Kelly</li> <li>Katy Lumb</li> </ul>	<ul style="list-style-type: none"> <li>Kelly Smart</li> <li>Wende Edwards</li> <li>Jeff Mochan</li> <li>Rachel Connor</li> <li>Larry Lang</li> <li>Jennifer Sullivan</li> </ul>
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**Impartial Hearing Officers:**

**Rotational Selection of Impartial Hearing Officers for Special Education Hearings from the New York State Education Department Impartial Hearing Officers List.**

**Other items:**

**Regular Board of Education Meeting Schedule for 2020-2021:**

July 08, 2020*	February 10, 2021
August 12, 2020	March 10, 2021
September 9, 2020	April 14, 2021
October 14, 2020	April 28, 2021 Annual BOCES Vote
November 18, 2020	May 12, 2021
December 9, 2020	June 9, 2021
January 13, 2021	July 14, 2021*

Annual District Budget Vote Tuesday, May 18, 2021

\*July Regular meeting will be held following the Reorganization meeting.