

CLYDE-SAVANNAH CENTRAL SCHOOL DISTRICT
Reorganization Meeting Agenda
Wednesday, July 13, 2022 – 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	2021-2022	2022-2023
President	Richard Drahms	TBD
1 st Vice President	Veronica Dapolito	TBD
2 nd Vice President	Pamela Anstee	TBD

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

5. Appointment of Officers:

Position	2021-2022	2022-2023
District Clerk	Doreen Patchen (\$3,700) stipend	Doreen Patchen (\$3,800) stipend
District Clerk Pro-Tem	Susan Gray	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 (\$3,700) stipend	Chery Despaw (\$3,800) stipend
Claims Auditor	David Liseno (\$33.37 per hour)	David Liseno (\$33.37 per hour)

6. Other Appointments or Designations:

Position	2021-2022	2022-2023
School Physician	Finger Lakes Health Medical, PC	Finger Lakes Health Medical, PC
School Attorney	Ferrara, Fiorenza PC	Ferrara, Fiorenza PC
Central Treasurer, Extra Classroom Activities Account:		
<ul style="list-style-type: none"> • Elementary School • Jr. High School • Sr. High School 	Darcey Patanzo (\$3,600) stipend	Darcey Patanzo (\$3,600) stipend
Data Warehouse Administrative Assistant	Mara Pierce (\$6,000) stipend	Mara Pierce (\$6,000) 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	Jeff Mochan	Jeff Mochan
Purchasing Agent	Susan Gray	Susan Gray
Assistant Purchasing Agent	Chery Despaw	Chery Despaw
Director of Physical Education & Interscholastic Sports	Christopher Stuff	Christopher Stuff
Chief Faculty Advisors		
<ul style="list-style-type: none"> • Senior High School • Junior High School • Clyde-Savannah Elementary 	Jennifer Kelly Craig Pawlak Kathryn Lumb	TBD Craig Pawlak Jennifer Kelsey
Approved Lead Evaluators per 3012d APPR	Michael C. Hayden, Chris Nicol, Craig Pawlak, Jennifer Kelly, Katy Lumb, Chris Stuff, Jennifer Kelsey, Nora Haldeman	Michael C. Hayden, Chris Nicol Craig Pawlak, Jennifer Kelsey, Chris Stuff, Holly Drahms Erin Wood, TBD
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 Erin Wood
Chief Privacy Officer		Holly Drahms
Public Access Defibrillator Provider	Andrea Roelle	Andrea Roelle
Banks of Deposit	LNB (Lyons National Bank); JP Morgan Chase, NYCLASS	LNB (Lyons National Bank); JP Morgan Chase, NYCLASS
Chemical Hygiene Officer	Kelly Haining	TBD

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Position	2021-2022	2022-2023
Regular Meeting	2 nd Wednesday of the month, unless otherwise specified by the Board of Education, 7 P.M. Middle/Sr. High School, Board of Education Room	2 nd Wednesday of the month, unless otherwise specified by the Board of Education, 7 P.M. Jr./Sr. High School, Board of Education Room
Reorganization Meeting (1 st Tuesday of July; 1 st Wednesday if Tuesday is a holiday; or any time during first 15 days of July by Board resolution)	July 14, 2021	July 13, 2022
Annual District Vote	May 17, 2022 (3 rd Tuesday)	May 16, 2023 (3 rd Tuesday)
Official Newspaper(s)	<i>Finger Lakes Times</i>	<i>Finger Lakes Times</i>
Dignity for All Students Act Coordinators	Joseph DeWolf HS/MS, Amy Fisher ES	Joseph DeWolf Jr./Sr., Amy Fisher ES

7. Authorizations:

Approval	2021-2022	2022-2023
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 Susan Gray	Michael C. Hayden Holly Drahms
To establish petty cash funds	Susan Gray	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 st and 2 nd Vice President(s) to sign documents in the absence of the President	David Secor, BOE 1 st Vice-President Pamela Anstee, BOE 2 nd 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 2022 - 2023 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.	Susan Gray	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)	Susan Gray	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	Susan Gray	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 2022 - 2023 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 BOCES CBO	Melinda Heid 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 2022-2023 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	\$1.75 student price;	\$3.00 staff price plus tax
Type B Lunch	\$2.50 student price;	\$5.25 staff price plus tax

Adult Breakfast Entree only: \$3.00 plus tax

Mileage Reimbursement Rate: Effective Rate 7/1 through 12/31/2022

Establish mileage reimbursement rate at the current IRS rate (present mileage reimbursement rate is \$.625) Federal Rate

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 2022-2023 school year:

	*K-6	*7-12
Education Costs	\$480	\$4,976
	*Subject to adjustment based on final SED calculations	

Pool & Fitness Center Pay:

Lifeguards to be employed on an as needed basis [as student #'s dictate]	\$20.00 per hour
Grant Funded Aquatics Facility Supervisor:	\$15.00 per hour
Grant Funded Fitness Center Supervisor:	\$15.00 per hour

Substitute Pay:

<p>Teacher (Per Diem) Acceptance of recommendation to amend the July 14, 2021 Reorganization Meeting Minutes to read as follows:</p>	<ul style="list-style-type: none"> • Per Diem Certified Substitute Teacher: \$150.00 per day per diem rate. • Per Diem Non-Certified Substitute: \$125.00 per day per diem rate. • Long-Term Substitute: From 31st consecutive day forward in the same assignment/same certification area (without absences) prorated base teacher salary with no benefits. Certification required. • Yearly Building Per Diem Substitute: \$150.00 per day. Assignments determined daily. No benefits. (Approximately 180 consecutive school days of work. Certification required.) • 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.
Substitute Nurse	\$120.00 per day LPN or RN
Substitute Teaching Assistant	\$105.00 per day
Substitute Bus Driver with a Permit	\$25.00 per hour
Substitute Bus Driver with a CDL	\$27.50 per hour
Substitute Bus Monitor	*\$13.20 per hour *As minimum wage changes the rate will be updated

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Substitute Clerical	\$14.50 per hour	
Substitute Teacher Aide	*\$13.20 per hour	*As minimum wage changes the rate will be updated
Substitute Food Service Helper	*\$13.20 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	*\$13.20 per hour	*As minimum wage changes the rate will be updated.
Teacher Aide	*\$13.20 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 2022-2023 school year

Wayne-Finger Lakes BOCES Board:

	2021-2022	2022-2023
<ul style="list-style-type: none"> Representative Alternate 	<ul style="list-style-type: none"> TBD 	TBD

New York State School Board Association:

<ul style="list-style-type: none"> Delegate Alternate Alternate 	<ul style="list-style-type: none"> TBD 	TBD
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Four County School Boards Association 2022 - 2023

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

[NOTE: Committee Chair - first person listed]

2022 - 2023 Committee on Special Education:

Chairperson <ul style="list-style-type: none"> Christopher Nicol 	General Education Teacher Familiar with Child
Alternate Chairperson <ul style="list-style-type: none"> Megan Furman Amy Fisher 	Special Education Teacher of Child
School Psychologists <ul style="list-style-type: none"> Megan Furman Amy Fisher 	Parent/Guardian of Child
School Physician <ul style="list-style-type: none"> Dr. Grace Freier 	Finger Lakes Health

2022 - 2023 Subcommittee on Special Education:

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

2022 - 2023 Preschool Committee on Special Education:

Chairperson <ul style="list-style-type: none"> Christopher Nicol Amy Fisher 	Service Provider(s) will vary*
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Alternate Chairperson <ul style="list-style-type: none"> • Megan Furman • Amy Fisher 	Evaluator(s) will vary*
School Psychologists <ul style="list-style-type: none"> • Megan Furman • Amy Fisher 	County representative will vary**
*will be determined based on the needs of the child **position membership determined by Wayne County	

2022 - 2023 District Safety Team

<ul style="list-style-type: none"> • Michael Hayden • Susan Gray • Holly Drahms • Chris Nicol, • Craig Pawlak • Jennifer Kelsey • Erin Wood • Jr. High Interim TBD • Christopher Stuff 	<ul style="list-style-type: none"> • Kelly Smart • Andrea Roelle • Jeff Mochan, • Sheri Forsythe • Donna Riviello • Rachel Connor • Jennifer Sullivan • CSFA Designees
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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 2022-2023:

July 13, 2022*	February 08, 2023
August 10, 2022	March 08, 2023
September 14, 2022	April 12, 2023
October 12, 2022	April 26, 2023, Annual BOCES Vote subject to change
November 09, 2022	May 10, 2023
December 14, 2022	June 14, 2023
January 11, 2023	July 12, 2023*

Annual District Budget Vote Tuesday, May 16, 2023

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