

Sackets Harbor Central School District  
Reorganization & Regular Meetings  
Board Of Education  
July 11, 2012  
4:00 p.m.

- I. Call to Order.
  - II. Elect Board of Education President.
  - III. Elect Board Vice President.
  - IV. Appoint Julie Gayne as District Treasurer.
  - V. Appoint Sheri Rose as District Clerk
- Administer Oath of Offices.
- VI. Appoint Karen Williams as Tax Collector at a rate of \$12 per hour.
  - VII. Appoint Emily Frechette as Deputy Tax Collector at a rate of \$12 per hour.
  - VIII. Appoint O'Hara & O'Connell as School Attorney.
  - IX. Appoint Daniel Cappon as School Physician.
  - X. Appoint Lisa Ingerson as Central Treasurer for the Extracurricular Accounting.
  - XI. Appoint Lisa Ingerson as Extracurricular Auditor.
  - XII. Appoint Principal as Athletic Director.
  - XIII. Appoint Principal as Health Coordinator.
  - XIV. Appoint Principal as Attendance Officer.
  - XV. Appoint the Superintendent as Title IX Compliance Officer.
  - XVI. Appoint the Superintendent as Purchasing Agent with authorization to make transfers up to \$5,000.00.
  - XVII. Appoint the Superintendent to certify payrolls.
  - XVIII. Appoint Superintendent to be second original signature on checks over \$1,000.00.
  - XIX. Appoint Randy Kellar as LEA Designated Representative (Asbestos) for 2012-2013.
  - XX. Appoint Jacques Cerow as Director of Instructional Technology for 2012-13.
  - XXI. Appoint Joey Dame as Substitute Caller at a rate of \$10 per hour.
  - XXII. Appoint Julie Gayne as Records Access and Records Management Officer.
  - XXIII. Approve investments of funds by the Superintendent or Treasurer.
  - XXIV. Approve the Treasurer to administer \$200.00 in the petty cash fund.
  - XXV. Approve \$75.00 for School Lunch Fund petty cash.
  - XXVI. Approve mileage reimbursement of .48.5 cents per mile for approved travel by District employees.

- XXVII. Approve rate of substitute pay for teachers \$65 uncertified \$80 certified  
Substitute teacher for a continuous period of four weeks will be paid as follows:  
1 -20 days - Regular substitute pay - \$80 per day; 21 -45 days - \$95 per day;  
46+days-\$110 per day  
Non-Instructional substitute pay \$8.50 per hour.
- XXVIII. Adopt the following resolution concerning financial records: RESOLVED, that the Sackets Harbor Central School District will continue to use the following standard requirements set forth below, which among others are outlined in the regulations of the Commissioner of Education of the State of New York:  
a. Approved system of Treasurer's receipts  
b. Annual audit of the financial records by a certified public accountant, independent or outside accountant.
- XXIX. Adopt the following resolution for Employee Blanket Bond: District Treasurer- \$1,000,000.00 and District Tax Collector - \$600,000.
- XXX. Approve regular board meetings on the third Tuesday of the month at 5:30 P.M.
- XXXI. Appoint the following members for Committee on Pre-School Special Education:  
Chairperson - Carol Barkley  
Parent Reps.- Janice DiMonda, Tracey Blair-Bristow  
County Rep - Ljuba Cuetkovic and Roger Ambrose  
Evaluator - Milestones, Benchmark Family Service Inc., JRC,  
Building Blocks Family Service
- XXXII. Appoint the following members for the Committee on Special Education:  
Chairperson -Carol Barkley  
Parent Reps.- Janice DiMonda, Tracey Blair-Bristow  
School Psychologist - Carol Barkley  
School Physician - Daniel Cappon
- XXXIII. Approve Poulsen & Podvin, P.C. as the External Auditors.
- XXXIV. Approve Stackel & Navarra as the Internal Auditors.
- XXXV. Approve Anne Spaziani as Internal Claims Auditor.
- XXXVI. Approve Key Bank of New York as the local bank.
- XXXVII. Authorize the Superintendent to approve all conferences, conventions, workshops, etc. for the school district.
- XXXVIII. Authorize the Superintendent to apply for Grant in Aid Money.
- XXXIX. Approve Watertown Daily Times as the local newspaper.
- XXL. Readopt all Board of Education policies in effect during the previous year.
- XLI. Approve participation in the National School Lunch and Breakfast Program for 2012-2013.

- XLII. Approve June 19, 2012 Minutes.
- XLIII. Approve Treasurer's Reports, Extracurricular Report, Budget Transfers, Warrants And Internal Claims Auditor Report
- XLIV. Approve payments of bills through July and August.
- XLV. Appoint a JLSBA delegate and an alternate.
- XLVI. Approve the Lunch and Breakfast budgets for 2012-2013, with General Fund paying a portion of fringe benefits if necessary.
- XLVII. Approve Denise Wainwright as a full-time bus driver effective September 1, 2012 with a salary of \$9,312.00.
- XLVIII. Approve Kevin Matteson as a Spanish Teacher with a three-year probationary appointment effective September 1, 2012 with a salary of \$44,620 (Step I – Masters).
- XLVIX. Superintendent's Report
- XLVX. Principal's Report
- XLVXI. New Business
  - Discussion of Non-Resident Policy
  - Review 2012 Fire Inspection Report
- XLVXII. Approve 2012 Fire Inspection Report
- XLVXIII. Old Business
  - 2002 Bond Refunding Update
  - Second Read of Policy 6050: Student Harassment and Bullying Prevention and Intervention
- XLVXIV. Approve Policy 6050: Student Harrassment and Bullying, Prevention and Intervention.
- XLVXV. Approve Dignity for All District Coordinators, Jennifer Gaffney, Building Principal and Ryan Tastor, Guidance Counselor.
- XLVXVI. Approve Superintendent and Principal as Sackets Harbor Central Testing Integrity Officers.
- XLVXVII. Board Issues
- XLVXVIII. Executive Session for Contractual Issue
- XLVXVIX. Adjourn