

**South Glens Falls Central School District
South Glens Falls, New York**

**ANNUAL ORGANIZATIONAL MEETING
July 9, 2018 – 6:30 p.m.
Moreau Elementary School**

AGENDA

I. Roll Call – Call to Order

II. Pledge of Allegiance

III. Organizational Agenda
Motion to approve Agenda

IV. Election of Officers
A. President (Elected President – Oath of Office)
B. Vice President (Elected Vice President – Oath of Office)

Oath of Office
A. President
B. Vice President

Conflict of Interest Declaration
Board of Education Members, Administration
South Glens Falls CSD Policy 2160 (Attached)

V. Appointment of District Officers
Motion to approve Consent Appointments A – E.

Office	Current	2018 - 2019 Recommendation
A. District Clerk	Audrey Varney	Audrey Varney
B. District Treasurer	Tammi Edwards	Tammi Edwards
C. Deputy Treasurer	Shelley Dion	Shelley Dion
D. Receiver of Taxes	Leann McCabe	Leeann McCabe
E. Internal Claims Auditor	Donna Van Schaick	Donna Van Schaick

VI. Appointment of Other Positions

Motion to approve Consent Appointments A – V.

Office	Current	2018 - 2019 Recommendation
A. School District Attorney	Girvin & Ferlazzo PC	Girvin & Ferlazzo PC
B. School District Physician	Dr. Robert Nielson	Dr. Robert Nielson
C. Census Enumerator	Karyn Bates	Karyn Bates
D. Freedom of Information Officer	Audrey Varney	Audrey Varney
E. Records Management Officer	Tammi Edwards	Tammi Edwards
F. Sexual Complaint Officer	Kristine Orr	Timothy Dawkins
G. Appeals Officer (FOIL)	Kristine Orr	Timothy Dawkins
H. Internal Auditor	Bonadio Group	Bonadio Group
I. External Auditor	Jenkins, Beecher, Bethel	Jenkins, Beecher, Bethel
J. Purchasing Agent	Audrey Varney	Audrey Varney
K. Deputy Purchasing Agent	Michael Patton	Kristine Orr
L. District 504 Coordinator District 504 Compliance Officer 504 Building Coordinators: Rebecca Toleman, Moreau Matthew Conrick, Tanglewood Michael Huchro, Ballard Carla Biviano, Harrison Avenue Robert McGough, Middle School Kyle Lis, High School	Kristine Orr Kristine Orr	Jessica Spellburg Timothy Dawkins

M. ADA Compliance Officer (Facilities)	Ronald Gorham	Ronald Gorham
N. ADA Compliance Officer	Kristine Orr	Timothy Dawkins
O. Asbestos Designee	Ronald Gorham	Ronald Gorham
P. Title IX Coordinator	Audrey Varney	Audrey Varney

Q. Chemical Hygiene Officer	Audrey Varney	Audrey Varney
R. Liaison for Homeless Children and Youth	Kristine Orr	Timothy Dawkins
S. Treasurer of Student Activity Accounts	Tammi Edwards	Tammi Edwards
T. Committee on Special Education	Jessica Spellburg	Jessica Spellburg
U. Committee on Preschool Special Education	Jessica Spellburg	Jessica Spellburg
V. Superintendent Hearing Officer 2nd Acting Superintendent Hearing Officer	NA	Timothy Dawkins Kristine Orr

VII. Designations

Motion to approve Consent Designations A – R.

Office	Current	2018-2019 Recommendation
A. Fund Investment	Audrey Varney	Audrey Varney
B. Payroll Certification	Michael Patton	Kristine Orr
C. District Newspaper	The Post Star	The Post Star
D. District Depository	NBT Bank	NBT Bank
E. Educational Officials	Michael Patton Audrey Varney	Kristine Orr Audrey Varney
F. School Pesticide Rep	Audrey Varney	Audrey Varney
G. Official for FCN Program (Federal Child Nutrition)	Robert DeFrancisco	Robert DeFrancisco
H. District Check Signature	Tammi Edwards	Tammi Edwards
I. Grants in Aid	Michael Patton	Kristine Orr
J. FERPA	Megan Johnson	Megan Johnson
K. Acting Superintendent 2nd Acting Superintendent	Kristine Orr Audrey Varney	Timothy Dawkins Audrey Varney

L. District Dignity Act	Kristine Orr	Timothy Dawkins
M. Determination of Student Residency	Michael Patton	Kristine Orr
N. Building Dignity Act Coordinators	Matthew Conrick Michael Huchro Rebecca Toleman Carla Biviano Raymond Ruby Kyle Lis	Matthew Conrick Michael Huchro Rebecca Toleman Carla Biviano Kyle Lis Robert McGough

O. 2018 - 2019 Board of Education Meeting Schedule

P. Standard Work Day

Q. District Mileage Reimbursement

R. School Lunch Prices 2018 - 2019

VIII. Board of Education Committees

<u>Name of Committee</u>	<u>2017- 2018 Membership</u>	<u>2018-2019</u>
A. Audit	William Elder Christine Dawson Roger Fedele Jeffrey Riggi Tammi Edwards (Advisory only - Treasurer) Audrey Varney (Advisory only - Business Manager)	TBD
B. District Safety & Security	Nelson Charron John Farrell Lisa Hogan Jeff Riggi	TBD
C. Policy	Lisa Hogan John Farrell Thomas Kurtz Kevin Ostrander	TBD
D. Athletics Committee	NA	TBD

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| E. | Capital Project
Committee | Nelson Charron
William Elder
John Farrell
Jeff Riggi | TBD |
| F. | Technology Committee
(Combined with District Committee) | Nelson Charron
Roger Fedele
Kevin Ostrander
Jeff Riggi | TBD |
| G. | Professional Development
Committee
(Combined with District Committee) | | TBD |

IX. Tax Collection Schedule

Taxes will be collected penalty free from September 1, 2018, through September 30, 2018. A 2% penalty will be assessed from October 1, 2018, through October 31, 2018. (Collection period subject to modification)

Towns of Moreau, Wilton Northumberland	Moreau Town Clerk's Office (Monday – Friday, except holidays) 8:00 a.m. – 4:00 p.m. 351 Reynolds Road Moreau, New York 12828
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X. Bonding Authorization for Business Manager and District Treasurer

All employees of the school district are bonded in the amount of \$100,000. The Business Manager and School District Treasurer are bonded for \$1,000,000 individually.

XI. Adirondack Area School Boards Association/New York State School Boards Association Delegates

President	TBD
Vice President	TBD

XII. Board of Registration

<u>Current</u>	<u>Recommendation</u>
Karyn Bates	Karyn Bates
Tammi Edwards	Tammi Edwards
Barbara Pease	Barbara Pease
Audrey Varney	Audrey Varney

XIII. Petty Cash Authorizations:

\$75.00

Ballard Elementary	Jeanne Ballestero	Jeanne Ballestero
Harrison Avenue Elementary	Robin Carruthers	Robin Carruthers
Oliver W. Winch Middle School	Joyce Clark	Joyce Clark
Senior High School	Susan Dobert	Susan Dobert

\$25.00

Moreau Elementary	Deborah McNally	Deborah McNally
Tanglewood Elementary	Karen French	TBD

\$100.00

Administrative Center	Karyn Bates	Karyn Bates
School Lunch	Robert DeFrancisco	Robert DeFrancisco

Adjournment

Enclosures:

- 2018 - 2019 Board of Education Meeting Schedule
- Standard Work Day Resolution
- District Mileage Reimbursement
- School Lunch Prices 2018 - 2019
- Committee on Preschool Special Education
- Committee on Special Education
- 2018 - 2019 Board of Education Committees
- Conflict of Interest Declaration
- Policy 2160 - School District Officer and Employee Code of Ethics

KO/bp