

**1.) Call to Order**

The re-organizational meeting of the Sharon Springs Central School Board of Education was called to order at 7:30 PM by President Jackson, in the school library.

**Present:** Laura Jackson  
Helen Roberts  
James MacFadden  
Renee Bade  
Anthony DiPace, Business Manager  
Patterson Green, Principal

**Absent:** None

**Excused:** Christine Cornwell

**Others Attending:** Patsy Nicosia...

**2.) District Clerk administers Oath of Office to Elected Member – Laura Jackson**

**3.) Chairman Selected for the Meeting**

A **motion** to appoint Anthony DiPace, District Clerk, as chairman of the meeting, made by Helen Roberts and seconded by Laura Jackson, was carried unanimously 4:0.

**4.) Election of Officers for 2018 – 2019**

a. **President.** Mr. DiPace asked for nominations from the floor for the office of President for the 2018 – 2019 school year. A **nomination** to elect Laura Jackson as President for the year was made by Helen Roberts and seconded by James MacFadden. The motion was carried 3:0:1.

**AYES:** Roberts, MacFadden, Bade, **NAYES:** None **ABSTAIN:** Jackson

b. **Vice President.** Mr. DiPace asked for nominations from the floor for the office of Vice President for the 2018 – 2019 school year.

A **nomination** to elect Helen Roberts as Vice President for the year was made by James MacFadden and seconded by Laura Jackson.

A **nomination** to elect Renee Bade as Vice President for the year was made by Renee Bade and seconded by James MacFadden.

A vote of the membership resulted as follows:  
Jackson – Roberts; MacFadden – Roberts; Roberts – Abstain; Bade – Bade. The Vice President position will remain unfilled until a quorum vote.

Mr. DiPace administered the oath of office to the newly elected President, Laura Jackson.

Mr. DiPace turned the meeting over to President.

**5, 6, 7.) Appointments and Authorizations**

- 5. A **motion** to cast one ballot for agenda items 5. A – aa Appointments, made by James MacFadden and seconded by Laura Jackson, was carried unanimously 4:0.
- 6. A **motion** to authorize the Superintendent to certify payroll throughout the year, made by James MacFadden and seconded by Helen Roberts, was carried unanimously 4:0.
- 7. A **motion** to authorize signatures on checks to be one of three; Denise Perrotti, Anthony M. DiPace, or Patterson R. Green, made by Renee Bade and seconded by James MacFadden, was carried unanimously 4:0.

**8.) Transfer of Funds among the General Fund Appropriation**

A **motion** to approve transfers of funds among the general fund appropriation as needed throughout the year as recommended by the Superintendent and Business Manager and approved by the Board of Education, made by James MacFadden and seconded by Helen Roberts, was carried unanimously 4:0.

**9.) Authorization of Reserve Distribution in accordance with Sec 1318 of the Real Property Tax Law**

A **motion** to approve the reserve distribution within the legislated cap, made by Helen Roberts and seconded by Laura Jackson, was carried 4:0.

**10, 11.) Authorizations**

- 10. A **motion** to approve the official depositories as NBT Bank of Sharon Springs, Bank of Richmondville, Key Bank, 1<sup>st</sup> Chicago Trust of NY, and Patriot Federal made by James MacFadden and seconded by Helen Roberts, was carried unanimously 4:0.
- 11. A **motion** to approve the official newspapers as The Times Journal, Daily Star, My Shopper, made by James MacFadden and seconded by Laura Jackson, was carried unanimously 4:0.

**12.) Committee Appointments**

A **motion** to approve the following committee appointments, made by James MacFadden and seconded by Laura Jackson, was carried unanimously 4:0.

- Executive Committee SCSB – Helen Roberts
- Occupational Ed Advisory – James MacFadden
- NYSSBA Voting Delegate – Helen Roberts  
Alternate – Laura Jackson
- Transportation – James MacFadden/Renee Bade
- Safety – Christine Cornwell/Laura Jackson
- Building & Grounds - Christine Cornwell/Laura Jackson

Audit Committee - Helen Roberts, Renee Bade

**13.) Authorization to establish Petty Cash**

A **motion** to establish a petty cash fund of \$100 in the name of the Superintendent, made by Renee Bade and seconded by Laura Jackson, was carried unanimously 4:0.

**14.) Resolution to Dispose of Ballots**

A **motion** to dispose of all ballots prior to January 1, 2017 made by Helen Roberts and seconded by Renee Bade, was carried unanimously 4:0.

**15.) Resolution to Post Annual Financial Statement**

A **motion** to post the Annual Financial Statement for the Year ended June 30, 2018 in the Public Library, Firehouse, Post Office, Log House, Stewarts, School Entrance, and NBT Bank, made by Renee Bade and seconded by Helen Roberts was carried unanimously 4:0.

**16.) Resolution to Authorize Superintendent to Approve Attendance of Personnel at Conferences**

A **motion** to authorize the Superintendent to approve attendance of personnel at conferences, made by Helen Roberts and seconded by Renee Bade, was carried unanimously 4:0.

**17.) Approval of Board Policies as They Stand With Review Throughout the Year**

A **motion** to approve the Board Policies as they stand with review throughout the year and approve the annual review of Policies 6.5 Alcohol, Drugs, and Other Substances, 7.2 Required Immunizations, 7.8 Non-Resident Student, 8.10 Investment, 8.19 Internal Auditor, 9.15 Homework, 2.2.3.7 Executive Session and 10.1 Community Use of Building, made by James MacFadden and seconded by Renee Bade, was approved unanimously 4:0.

**18.) Set salaries for Substitutes for 2018 – 2019 School Year**

A **motion** to set substitute salaries as indicated in agenda items 19 a-h, made by Laura Jackson and seconded by Christine Cornwell, was carried unanimously 4:0.

- a. Certified Teacher Substitute - \$95 per day
- b. Non – Certified with 4 year degree Teacher Substitute - \$80 per day
- c. Non – Certified Substitute - \$75 per day
- d. Custodial Worker – minimum wage
- e. Lunch Aides/Assistants/Cafeteria – minimum wage
- f. Office Help – minimum wage
- g. Certified RN Nurse Substitute - \$100.00 per day
- h. Bus Driver Substitute - \$16.00 per hour
- i. BOCES a.m./p.m. Substitute - \$16.00 per hour

**19.) Price for Leasing School Buses by Outside Organizations**

A **motion** to approve the price for leasing buses to outside organizations at \$20 per hour and \$3.50 per mile, made by Renee Bade and seconded by Laura Jackson, was carried unanimously 4:0.

**20.) Ratify Health Insurance Contracts**

A **motion** to ratify health insurance contracts with CDPHP, Empire Health Choice, Empire Health Choice PPO, Delta Dental (dental), and NYSUT Vision Plan, made by James MacFadden and seconded by Helen Roberts, was carried unanimously 4:0.

**21.) Ratify Substitute List**

A **motion** to approve the 2018 – 2019 substitute list, made by James MacFadden and seconded by Renee Bade, was carried unanimously 4:0.

**23.) Set Mileage Reimbursement Rate**

A **motion** to set the mileage reimbursement rate at the approved IRS mileage allowance rate, made by Renee Bade and seconded by Laura Jackson, was carried unanimously 4:0.

**24.) Bonding**

A **motion** to approve the bonding of the following employees in the amount of one million dollars each, made by James MacFadden and seconded by Helen Roberts, was carried unanimously 4:0:

- a. Superintendent – Patterson R. Green
- b. Business Manager – Anthony M. DiPace
- c. District Treasurer – Denise Perrotti
- d. Deputy Treasurers – Anthony DiPace, Patterson Green
- e. Tax Collector – Lorelyn Webb
- f. Central Treasurer of Extra-Curricular Activities – Gale Desmond
- g. Internal Claims Auditor – Angela Witham

**25.) Adoption of Free and Reduced Lunch Program**

A **motion** to approve the adoption of the free and reduced lunch program, made by Renee Bade and seconded by Laura Jackson, was carried unanimously 4:0.

**26.) Cooperative Bidding**

Upon recommendation of the Superintendent, a **motion** to participate in the Capital Region BOCES Cooperative Bidding Programs, made by Helen Roberts and seconded by James MacFadden, was carried unanimously 4:0.

**27.) Section 125 Premium Only Plan Resolution**

Upon recommendation of the Superintendent, a **motion** to pass the following Section 125 POP resolution, made by Laura Jackson and seconded by Renee Bade, was carried unanimously 4:0:

RESOLVED, that the form of Amended Section 125 Cafeteria Plan effective July 1, 2018, presented to this meeting is hereby approved and adopted and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administer of the Plan one or more counterparts of the plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the amended Plan by delivering to each employee a copy of the summery description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

**28.) Certified Evaluator**

Upon recommendation of the Superintendent, a motion to approve the following Certified Evaluator, made by James MacFadden and seconded by Laura Jackson, was carried unanimously 4:0:

Patterson R. Green

**REGULAR MEETING**

**1.) Reports**

**A.) Business Manager**

**Approval of Minutes**

1. The minutes of the June 18, 2018 regular meeting were previously distributed to the Board for their review. A **motion** to approve the minutes as presented, made by Renee Bade and seconded by Helen Roberts, was carried unanimously 4:0.
2. The Board accepted the internal claims auditor’s report for July 2, 2018.
3. Upon recommendation of the Superintendent, a **motion** to approve budget transfer # 12, made by James MacFadden and seconded by Helen Roberts, was carried unanimously 4:0.
4. Upon recommendation of the Superintendent, a **motion** to approve warrants # 54, 56, 57, 58, 1, HE – 7, and HF - 3, made by James MacFadden and seconded by Helen Roberts, was carried unanimously 4:0.
5. The appropriation status budget for 2018 – 2019 was reviewed.

**B.) Superintendent’s Report**

The Superintendent’s Report was previously distributed to the Board of Education.

- Mr. Green reported on the 2018 Regents results.

1. PERSONNEL

a. Upon recommendation of the Superintendent, a **motion** to approve the appointment of the following summer positions, made by James MacFadden and seconded by Helen Roberts, was carried 4:0:

- 1. Summer School Bus Run – Middleburgh – Diane Hilts – 4 hours/day M-Th
- 2. Summer School Bus Run – Cobleskill – Thomas All – 3 hours/day M- Th

2. Upon recommendation of the Superintendent, the Board tabled the third reading and adoption of the following Board of Education policies, made by Helen Roberts and seconded by Laura Jackson, was carried 4:0:

- a. 7.3.6 Opioid Overdose Prevention
- b. 7.6.1 Emergency Use of Physical restraint
- c. 7.21 School Lunch Policy

**C.) CSE - NONE**

**2.) Privilege of the Floor**

No questions or comments were raised.

**3.) Correspondence**

All correspondence was previously distributed to the Board.

**4.) Unfinished Business**

**5.) New Business**

- 1. Upon recommendation of the Superintendent, a **motion** to approve the Occupational Therapy Contract with RESTORE for the 2018 – 2019 school year, made by Laura Jackson and seconded by Renee Bade, was carried unanimously 4:0.
- 2. Upon recommendation of the Superintendent, a **motion** to approve the following Bassett Health Care Agreements for the 2018 – 2019 school year, made by Laura Jackson and seconded by Renee Bade, was carried unanimously 4:0:
  - a. Employees
  - b. Sports Management
- 3. Upon recommendation of the Superintendent, a **motion** to approve the Tennessee Gas Pipeline In Lieu of Taxes Agreement with Schoharie County Industrial Development Agency, made by Laura Jackson and seconded by Renee Bade, was carried unanimously 4:0.

**6.) Other**

No other business was presented for discussion.

**7.) Executive Session**

A **motion** to enter into executive session at 8:01 P.M. to discuss specific personnel and contractual issues, made by James MacFadden and seconded by Laura Jackson, was carried unanimously 4:0.

The Board returned to regular session at 8:20 P.M.

**8.) Adjournment**

A **motion** to adjourn the meeting at 8:20 PM, made by James MacFadden and seconded by Renee Bade, was carried unanimously 4:0.

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Anthony M. DiPace  
District Clerk