

**SHARON SPRINGS CENTRAL SCHOOL  
BOARD OF EDUCATION MEETING  
REORGANIZATIONAL MEETING  
TUESDAY, JULY 18, 2023  
AGENDA**

1. Call to order - Flag salute - 7:30 p.m.
2. Clerk administers Oath of Office to elected member – Rose Chase
3. Chairman Selected for the Meeting
4. Election of Officers
  - a. President for the 2023 – 2024 school year
  - b. Vice President for the 2023 – 2024 school year
  - c. Oaths of Office for President and Vice President Administered by the District Clerk
5. Appointments
  - a. Treasurer – Denise Perrotti
  - b. Deputy District Treasurer – Anthony M. DiPace
  - c. District Clerk – Anthony M. DiPace
  - d. Deputy District Clerk – Thomas Yorke
  - e. School Physician – Mary Imogene Bassett Hospital – Sharon Clinic, Dr. Sellers
  - f. School Attorney – Girvin & Ferlazzo, P.C.
  - g. Attendance Officer – Elizabeth Jones
  - h. Central Treasurer/Extra Activity Fund – Denise Perrotti
  - i. Dental Consultant – Cobleskill Dental Group
  - j. District Auditor – Ray Preusser, PC
  - k. Purchasing Agent – Anthony M. DiPace
  - l. Asbestos Designee – Anthony M. DiPace
  - m. Records Management Officer - Anthony M. DiPace
  - n. Investment Officers – Anthony M. DiPace
  - o. Tax Collector– Denise Perrotti
  - p. Deputy Tax Collector - NBT Bank
  - q. Census Coordinator - TBA
  - r. Substitute Caller – TBA
  - s. Internal Claims Auditor – Angela Witham
  - t. Night Shift Supervisor – TBA
  - u. Testing Coordinator – Michelle Keaney
  - v. CSE Chairperson – Russell Scimeca
  - w. Workers' Compensation Trustee – Anthony DiPace
  - x. Workers' Compensation Alternate Trustee – Thomas Yorke
  - y. NEHIT Trustee – Anthony DiPace
  - z. NEHIT Alternate Trustee – Thomas Yorke
6. Authorization of Superintendent to certify payrolls throughout the year.
7. Signatures on checks for the District to be only one of:  
Denise Perrotti, Anthony M. DiPace, Thomas Yorke
8. Transfer of funds among the General Fund appropriation as needed throughout the year is delegated to the Superintendent as recommended by the Business Manager, as approved by the Board of Education.
9. Distribute, to authorize reserves, an amount or amounts necessary to bring the un-appropriated fund balance into compliance with Section 1318 of the Real Property Tax

- Law establishing a maximum undesignated fund balance of 4% of the ensuing year's budget is delegated to the Superintendent as recommended by the Business Manager and approved by the Board of Education.
10. Official Depository -
    - NBT Bank, Sharon Springs
    - Bank of Richmondville
    - Key Bank
    - First Chicago Trust Company of New York
    - Chase Manhattan Bank
  11. Official Newspaper - Times Journal
  12. Committee Appointments
    - a. Executive Committee - Schoharie County School Boards
    - b. Occupational Education Advisory Committee (BOCES)
    - c. NYSSBA Convention and voting delegate and alternate
    - d. Transportation Committee
    - e. Building and Grounds Committee
    - f. Safety Committee Proposal
    - g. Site Based/Building Project
    - h. Audit Committee
  13. Authorization to establish a Petty Cash fund of \$100 dollars in the name of the Superintendent
  14. Resolution to dispose of all ballots prior to January 1, 2022
  15. Resolution to post the Annual Financial Statement for year ending June 30, 2022 in seven public places:
    - 1) Public Library
    - 2) Firehouse
    - 3) Post Office
    - 4) School House Entrance
    - 5) NBT Bank
    - 6) Stewarts
    - 7) Log House
  16. Resolution to authorize the Superintendent to approve attendance of personnel at conferences
  17. Approval of Board Policies as they stand with review throughout the year; and
    - a. Review of Alcohol, Drugs and Other Substances Policy 6.5
    - b. Review of Required Immunizations 7.2
    - c. Review of Non-Resident Student Policy 7.8
    - d. Review of Investment Policy 8.10
    - e. Review of Partial Tax Exemption Established for Persons 65 Years of Age or Older 8.14
    - f. Review of Internal Audit 8.19
    - g. Review of Homework Policy 9.15
    - h. Review of Use of School Facilities 10.1
  18. Set salary for substitutes for the 2023 - 2024 school year
    - a. Certified \$ 130 per day
    - b. Non-certified \$ 105 per day; w/4 yr. degree \$115 per day
    - c. Custodian - hourly minimum wage
    - d. School lunch helper - hourly minimum wage
    - e. Aides - hourly minimum wage
    - f. Office - hourly minimum wage
    - g. RN Certified Nurse - \$115 per day
    - h. Substitute Bus Drivers – \$20/hour
    - i. Substitute Bus Drivers for am & pm BOCES -\$20/hour
  19. Price for Leasing of School Buses to an outside organization
    - a. Bus Driver Salary and Fringe Benefits at \$20 per hour

- b. Mileage - \$3.50 per mile
  - c. If trip is over night, additional cost and fringe benefits, plus incidentals (lodging and meals)
20. Ratify Health Insurance Contracts
- a. CDPHP
  - b. Empire Health Choice
  - c. Empire Health Choice PPO
  - d. Delta Dental
  - e. NYSUT Vision Plan
21. Substitute List for 2023 – 2024
22. Mileage Reimbursement Rate – IRS Mileage Allowance Rate
23. Bonding Resolution for:
- a. Superintendent
  - b. Principal
  - c. Business Manager
  - d. District Treasurer
  - e. Deputy Treasurer
  - f. Tax Collector
  - g. Central Treasurer of Extra Curricular Activities
  - h. Internal Claims Auditor
24. Adoption of the Free and Reduced Lunch Program
25. Cooperative Bidding Agreement with Capital Region BOCES
26. Section 125 Premium Only Plan Resolution
27. Approval of Certified Evaluators
28. Standard Work Day Resolution
29. **Regular Business Meeting**
- A. Business Manager
    - 1. Approve minutes from 06/26/23 Regular Meeting
    - 2. Audit Report
    - 3. Treasurer's Reports – None
    - 4. Extra-Curricular Report – June 2023
    - 5. Budget Transfer #11, #1
    - 6. Warrants #56, 57, 59, 3 & CP #H-11
    - 7. Appropriation Status Review
    - 8. Revenue Status Review
  - B. Superintendent/Principal
  - C. CSE – None
  - E. Privilege of the Floor – Andrew Olsen – Veterans Property Tax Exemption
  - F. Unfinished Business
  - G. New Business
    - 1. 2023 – 2024 District Wide Safety Plan – Public Hearing (Open for 30 days of public comment Available @ [www.sharonsprings.org](http://www.sharonsprings.org))
29. Executive Session
- A. Personnel
    - 1. Appointment of Summer Bus Runs –
      - a) Schoharie – Joe Hilts
      - b) CRCS – John Garner
      - c) Airline Drive Academy – Tom All
    - 2. Maternity Leave Request – Katerina Bartlett
    - 3. Appointment – Secondary Science – Alexander Yorke – 9/1/23
30. Adjournment