

HARRISVILLE CENTRAL SCHOOL
BOARD OF EDUCATION
REORGANIZATIONAL AND REGULAR MEETING
July 12, 2021 at 5:30 p.m.

Present: Jan Mosher, Cory Bearor, Denise Avallone, Parish Atkinson, Kathy Felio and Heidi McIntosh

Also Present: Robert Finster, Superintendent; Eric Luther, High School Principal; Rebecca Phillips, Assistant Business Manager; Jolie Snider, District Clerk.

Excused: Tennille Schmitt

- Jan Mosher, President Pro Tempore called the Reorganizational Meeting to order at 5:30 p.m.
- Administration of Oath of Faithful Performance in Office to Newly Elected Board Members – Jolie Snider administered oath to Cory Bearor.

- Election of Officers:

Jan Mosher was nominated for President of the Board of Education

| | | | |
|-----------------|-----------------|--------------|-------------|
| Motion made by: | Denise Avallone | Seconded by: | Kathy Felio |
| Voting Results: | YES: 5 | NO: 0 | ABSTAIN: 0 |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |
| D. Avallone | Yes | | |

Cory Bearor was nominated for Vice President of the Board of Education

| | | | |
|-----------------|-------------|--------------|-----------------|
| Motion made by: | Kathy Felio | Seconded by: | Denise Avallone |
| Voting Results: | YES: 5 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |
| D. Avallone | Yes | | |

The Oath of Faithful Performance in Office was administered to the President and Vice President by Jolie Snider.

- **Appointment of Officers for the 2021-2022 School Year** - RESOLVED to adopt a single resolution approving the following appointments:

- Clerk of the Board of Education - Jolie Snider at no additional stipend.
- District Treasurer – Tammey Rebb at no additional stipend.
- Deputy District Treasurer – Amy Frost at no additional stipend.
- Tax Collector – Emily Woodard at a stipend of \$3,075 plus annual increase.
- Internal Claims Auditor – Cooperative Business Office (CBO) Representative to audit claims, except for BOCES payments included in contract cost.
- Internal Claims Auditor for St. Lawrence-Lewis BOCES payments - Eric Luther at no additional stipend.

| | | | |
|-----------------|-----------------|--------------|-----------------|
| Motion made by: | Denise Avallone | Seconded by: | Parish Atkinson |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

Oath of Faithful Performance in Office to the offices of Clerk of the Board of Education was administered by Robert Finster.

Oath of Faithful Performance in Office to the Superintendent was administered by Jolie Snider.

- **5.0 Other Appointments for 2021-2022 School Year** - RESOLVED to adopt a single resolution approving the following appointments:

- School Physician – Lewis County General Hospital at a fee not to exceed \$12,000.
- School Attorney – Silver & Collins at an annual retainer of \$5,000 and \$150/hr. to be billed against the retainer.
- Central Treasurer/Extra-Curricular Activity Account – Amy Frost at no additional stipend.
- Attendance Officer - Julie Chartrand at no additional stipend.
- Independent Auditor - Bowers, Inc., Watertown, New York with an annual retainer not to exceed \$17,000 for general purpose financial statements.
- Records Access Officer and Records Management Officer - Julie Chartrand at no additional stipend.
- Asbestos Designee - Rick Chartrand as Asbestos Designee at no additional stipend.
- Purchasing Agent - Robert Finster, Superintendent at no additional stipend.
- CSE/CPSE/504 Additional Parent Representative – Heather Bearor
- Surrogate Parent – Heather Bearor
- Designee for Special Education Referrals – Robert Finster, Superintendent.

- Dignity for All Students Officer – Robert Finster, Superintendent at no additional stipend.
- Chief Financial Officer – Robert Finster, Superintendent as necessary for the fiscal operation of the District at no additional stipend.
- DASA Coordinator - Robert Finster, Superintendent at no additional stipend.

| | | | |
|-----------------|----------------|--------------|-----------------|
| Motion made by: | Heidi McIntosh | Seconded by: | Denise Avallone |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

6.0 Designations – RESOLVED to adopt one single motion to approve the following designations for the 2021-2022 School Year.

- Official Bank Depository – Community Bank, N.A.
- Regular Meetings –

| | | |
|----------------------------|-------------------|--|
| July 12, 2021 at 5:30 p.m. | December 13, 2021 | April 25, 2022 (Approval of BOCES Annual Budget) |
| August 9, 2021 | January 10, 2022 | |
| September 13, 2021 | February 14, 2022 | May 9, 2022 – Public Hearing |
| October 12, 2021 | March 14, 2022 | at 5:30 p.m. Reg. Mtg. 5:45 |
| November 8, 2021 | April 11, 2022 | June 13, 2022 |
- Official Newspaper - Watertown Daily Times for all official postings.
- Payroll Certification - Robert Finster, Superintendent
- Petty Cash Funds - a) \$100.00 for the Elementary Office to be supervised by Tammy Rebb b) \$100.00 for the Middle School/High School Office to be supervised by Amy Frost and c) \$100.00 for the District Office to be supervised by Jolie Snider.
- Signing of Checks - District Treasurer and Deputy District Treasurer
- Purchase and Consult Professional Services – Robert Finster, Superintendent to consult with professionals and purchase professional services as necessary to carry out the responsibilities of the Board and Superintendent and mission of the school district.

| | | | |
|-----------------|----------------|--------------|-----------------|
| Motion made by: | Heidi McIntosh | Seconded by: | Denise Avallone |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

7.0 Authorizations – RESOLVED to adopt one single motion to approve the following authorizations for the 2020 – 2021 School Year.

- In-service Education - Robert Finster, Superintendent to approve meeting, conference, and convention attendance for the District Treasurer, District Clerk, Board Officers, Administrators, and other employees within budget limitations.
- Budget Transfers - Robert Finster, Superintendent to make budget transfers within and between the General, Federal, Capital and Lunch funds as necessary to balance accounts.
- Application for Federal and State Grants – Robert Finster, Superintendent
- Impartial Hearing Officer – President and Vice-President of the Board of Education to appoint the Impartial Hearing Officer to preside over Special Education Hearing pursuant to 8 NYCRR 200.5.
- Execute BOCES Contracts – Robert Finster, Superintendent
- Mileage Reimbursement Rate - RESOLVED to adopt a resolution establishing the mileage reimbursement rate at \$0.56.

| | | | |
|-----------------|-------------|--------------|-------------|
| Motion made by: | Cory Bearor | Seconded by: | Kathy Felio |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

8.0 Faithful Performance Blanket Bond - RESOLVED to adopt a resolution to authorize the use of the Faithful Performance Blanket Bond in lieu of specific official undertakings for all persons and positions required by law or regulations to be bonded for the 2021-2022 school year.

| | | | |
|-----------------|-----------------|--------------|-------------|
| Motion made by: | Denise Avallone | Seconded by: | Kathy Felio |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

9.0 Policies and Code of Ethics - RESOLVED to adopt a resolution to readopt all Policies and Code of Ethics as they exist for the 2021-2022 school year.

| | | | |
|-----------------|-------------|--------------|-----------------|
| Motion made by: | Cory Bearor | Seconded by: | Parish Atkinson |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

10.0 Substitute Teacher Rate – RESOLVED to adopt a resolution to approving the substitute teacher rate as \$100/day for non-certified and \$110/day for certified teachers for the 2021-2022 school year.

| | | | |
|-----------------|-------------|--------------|-----------------|
| Motion made by: | Cory Bearor | Seconded by: | Parish Atkinson |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

11.0 Substitute Clerical and Substitute Nurse Rate - RESOLVED to adopt a resolution establishing a substitute school nurse rate of \$13.50/hour and the substitute clerical rate of \$12.80/hour for the 2021-2022 school year.

| | | | |
|-----------------|-----------------|--------------|-------------|
| Motion made by: | Denise Avallone | Seconded by: | Cory Bearor |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

12.0 Substitute Aide/Monitor Rate - RESOLVED to adopt a resolution establishing a substitute aide/monitor will be paid at minimum wage for the 2021-2022 school year.

| | | | |
|-----------------|-------------|--------------|----------------|
| Motion made by: | Cory Bearor | Seconded by: | Heidi McIntosh |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

13.0 Substitute Bus Run Rate - RESOLVED to adopt a resolution to establish a substitute bus run rate of \$30.00/run for the 2021-2022 school year.

| | | | |
|-----------------|----------------|--------------|-----------------|
| Motion made by: | Heidi McIntosh | Seconded by: | Parish Atkinson |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

14.0 St. Lawrence-Lewis Counties School District Employees Medical Plan and Workers' Compensation Board of Directors - RESOLVED a resolution approving Robert Finster as the Harrisville Central School District Representative to the St. Lawrence-Lewis Counties School District Employees Medical Plan and Workers' Compensation board of Directors' Plan for the 2021-2022 school year.

| | | | |
|-----------------|-----------------|--------------|-------------|
| Motion made by: | Parish Atkinson | Seconded by: | Cory Bearor |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 15.0 **St. Lawrence-Lewis Cooperative Purchasing Program** - RESOLVED to adopt a resolution approving Harrisville Central School's participation in the St. Lawrence-Lewis Cooperative Purchasing Program for the 2021-2022 school year.

| | | | |
|-----------------|-------------|--------------|-----------------|
| Motion made by: | Kathy Felio | Seconded by: | Denise Avallone |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

Regular Meeting

- 1.0 President Jan Mosher called the regular meeting to order at 5:43 p.m.
 2.0 RESOLVED to adopt a single resolution approving the following routine items:
 2.1 Preliminary Actions & Business Operations
 a. Additions to and Approval of Agenda
 b. Approval of Minutes – Regular Meeting - June 14, 2021
 c. Treasurer's Report – May 2021
 d. Student Activities Report – None
 e. Claims Auditor Report – June 2021
 f. Financial Reports – May 2021

| | | | |
|-----------------|-------------|--------------|----------------|
| Motion made by: | Cory Bearor | Seconded by: | Heidi McIntosh |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 3.0 Public Participation – Mrs. Hall inquired if the Literacy Specialist Teacher that is being hired is a Reading Teacher. Mr. Finster said, yes and she will be utilized to help fill in the gaps with our students. Mrs. Mosher let Mrs. Fuller know they received her letter regarding her coaching qualifications. Mrs. Fuller said if there were any questions to please let her know.

- 4.0 Old Business: None
 5.0 Committee Reports: None

- 6.0 New Business:
 6.1 Superintendent Report – Mr. Finster stated graduation went well. He provided the graduation plan for the Board members. He stated the Seniors had the following plans:
 4 year college – 13%
 2 year college – 42%
 Trade or other college – 7%
 Employment – 38%
- 6.1.a Maintenance Report
 6.1.b Transportation/Bus Garage Report
 6.1.c Enrollment Report
 6.1.d Health Office Report
 6.1.e Annual Library Report

- 6.2 Pre-K -6 Principal's Report - None
 6.3 7-12 Principal's Report

- 6.4 **Discard of Old Items** – RESOLVED to adopt a resolution approving discarding of broken or old furniture and/or instructional items that are no longer in use.

| | | | |
|-----------------|-------------|--------------|-----------------|
| Motion made by: | Cory Bearor | Seconded by: | Parish Atkinson |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 6.5 **Standard Work Day** – RESOLVED to adopt a resolution approving the attached Standard Work Day to meet the requirements of the NYS Retirement System.

| | | | |
|-----------------|----------------|--------------|-------------|
| Motion made by: | Heidi McIntosh | Seconded by: | Cory Bearor |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

Executive Session – RESOLVED to adopt a resolution approving to go into Executive Session for the purpose of Personnel.

| | | | |
|-----------------|-------------|--------------|-------------|
| Motion made by: | Cory Bearor | Seconded by: | Kathy Felio |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

The Board entered into Executive Session at 6:03 p.m. and returned at 6:52 p.m.

- 6.6 **CSE Recommendations** - RESOLVED to adopt a resolution approving the following CSE recommendations: #737, 823, 1359, 1611 and 1811.

| | | | |
|-----------------|-------------|--------------|-------------|
| Motion made by: | Cory Bearor | Seconded by: | Kathy Felio |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 6.7 **504 Recommendations** – RESOLVED to adopt a resolution approving the following 504 recommendation: #1339 and 1572.

| | | | |
|-----------------|-----------------|--------------|-------------|
| Motion made by: | Denise Avallone | Seconded by: | Cory Bearor |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 6.8 **CPSE Recommendations** - RESOLVED to adopt a resolution approving the following CPSE recommendations: #1561, 1605, 1658 and 1664.

| | | | |
|-----------------|-------------|--------------|----------------|
| Motion made by: | Cory Bearor | Seconded by: | Heidi McIntosh |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

7.0 Personnel

- 7.1 **Resignation** – RESOLVED to adopt a resolution accepting, with regret, the resignation of Paige Ward effective July 8, 2021.

| | | | |
|-----------------|-------------|--------------|----------------|
| Motion made by: | Cory Bearor | Seconded by: | Heidi McIntosh |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 7.2 **Literacy Specialist Teacher** – RESOLVED to adopt a resolution approving Alexis Ebersol as a Full-time Tenure Track Literacy Specialist Teacher at an annual salary of \$43,000, per the HTA Contract, effective August 1, 2021, pending fingerprinting.

| | | | |
|-----------------|-------------|--------------|-----------------|
| Motion made by: | Cory Bearor | Seconded by: | Parish Atkinson |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 7.3 **Substitute Cleaner** – RESOLVED to adopt a resolution approving Malayna Kloss as a Substitute Cleaner at a rate of \$12.50/hr. or the current minimum wage, pending fingerprinting.

| | | | |
|-----------------|----------------|--------------|-----------------|
| Motion made by: | Heidi McIntosh | Seconded by: | Denise Avallone |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 7.4 **Substitute Cleaner and Substitute Food Service Worker** – RESOLVED to adopt a resolution approving Aubree LaPlatney as a Substitute Cleaner and A Substitute Food Service Worker at a rate of \$12.50/hr., or current minimum wage, pending fingerprinting.

| | | | |
|-----------------|----------------|--------------|-----------------|
| Motion made by: | Heidi McIntosh | Seconded by: | Denise Avallone |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 7.5 **Substitute Cleaner and Substitute Food Service Worker** – RESOLVED to adopt a resolution approving Robin Davis as a Substitute Cleaner and a Substitute Food Service Worker at a rate of \$12.50/hr., or current minimum wage, pending fingerprinting.

| | | | |
|-----------------|-------------|--------------|----------------|
| Motion made by: | Cory Bearor | Seconded by: | Heidi McIntosh |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 7.6 **2021 – 2022 Soccer Coaches** – RESOLVED to table a resolution to approve 2021-2022 Soccer Coaches.

| | | | |
|-----------------|-------------|--------------|-------------|
| Motion made by: | Cory Bearor | Seconded by: | Kathy Felio |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

- 8.0 **Adjournment** - Meeting was adjourned at 6:56 p.m.

| | | | |
|-----------------|-------------|--------------|----------------|
| Motion made by: | Cory Bearor | Seconded by: | Heidi McIntosh |
| Voting Results: | YES: 6 | NO: 0 | ABSTAIN: 0 |
| J. Mosher | Yes | D. Avallone | Yes |
| C. Bearor | Yes | K. Felio | Yes |
| P. Atkinson | Yes | H. McIntosh | Yes |

Respectfully submitted,

Jolie Snider
Board of Education Clerk