

Present: Jan Mosher, Cory Bearor, Parish Atkinson, Kathy Felio, Heidi McIntosh and Tennille Schmitt

Also Present: Robert Finster, Superintendent; Eric Luther, High School Principal; Sheryl Tuttle-Lamb, Curriculum Coordinator; Amy Frost, Business Office; Jolie Snider, District Clerk.

Excused: Denise Avallone

- Jan Mosher, President Pro Tempore called the Reorganizational Meeting to order at 5:45 p.m.
- Administration of Oath of Faithful Performance in Office to Newly Elected Board Members – Jolie Snider administered oath to Parish Atkinson.

- Election of Officers:

Jan Mosher was nominated for President of the Board of Education

Motion made by:	Cory Bearor	Seconded by:	Kathy Felio
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes
K. Felio	Yes		

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

Motion made by:	Kathy Felio	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes
K. Felio	Yes		

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

- **Appointment of Officers for the 2022-2023 School Year** - RESOLVED to adopt a single resolution approving the following appointments:

- Clerk of the Board of Education - Jolie Snider
- District Treasurer – Tammey Rebb and Amy Frost
- Deputy District Treasurer – Alicia Mera
- Tax Collector – Emily Woodard at a stipend of \$3,302.
- 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

Motion made by:	Cory Bearor	Seconded by:	Parish Atkinson
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	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 2022-2023 School Year** - RESOLVED to adopt a single resolution approving the following appointments:

- School Physician – Lewis County General Hospital at a fee not to exceed \$12,500.
- 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 – Alicia Mera 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 \$20,000 for general purpose financial statements and a single audit with an estimated cost of \$2,000 - \$4,000.
- 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.
- Title (IX) Coordinator(s) – Robert Finster, Superintendent and Eric Luther, MS/HS Principal at no additional stipend.
- Civil Rights Compliance Officer(s) – Robert Finster, Superintendent and Eric Luther, MS/HS Principal at no additional stipend.

Motion made by:	Kathy Felio	Seconded by:	Heidi McIntosh
Voting Results:	YES: 5	NO: 0	ABSTAIN: 1
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Abstain	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

**6.0 Designations** – RESOLVED to adopt one single motion to approve the following designations for the 2022-2023 School Year.

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

July 11, 2022 at 5:30 p.m.	December 12, 2022	April 18, 2023 (Reg. Mtg. & BOCES Annual Budget)
August 8, 2022	January 9, 2023	May 9, 2023 – Public Hearing at 5:30 p.m. Reg. Mtg. 5:45
September 12, 2022	February 13, 2023	June 12, 2023
October 11, 2022	March 13, 2023	(tentative if needed)
November 14, 2022	April 3, 2023	
- 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 Alicia Mera 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:	Cory Bearor	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

**7.0 Authorizations** – RESOLVED to adopt one single motion to approve the following authorizations for the 2022 – 2023 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 \$0.625.

Motion made by:	Cory Bearor	Seconded by:	Kathy Felio
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	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 2022-2023 school year.

Motion made by:	Heidi McIntosh	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	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 2022-2023 school year.

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

- 10.0 Substitute Teacher Rate** – RESOLVED to adopt a resolution to approving the substitute teacher rate as \$115/day for non-certified and \$125/day for certified teachers for the 2022-2023 school year.

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

- 11.0 Substitute Clerical and Substitute Nurse Rate** - RESOLVED to adopt a resolution establishing a substitute school clerical rate of \$13.20/hour or current minimum wage and the substitute LPN rate of \$15.00/hour and the substitute RN rate of \$25.00/hour for the 2022-2023 school year.

Motion made by:	Cory Bearor	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	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 2022-2023 school year.

Motion made by:	Kathy Felio	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	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 2022-2023 school year.

Motion made by:	Parish Atkinson	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	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 2022-2023 school year.

Motion made by:	Parish Atkinson	Seconded by:	Kathy Felio
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	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 2022-2023 school year.

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

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

Motion made by:	Tennille Schmitt	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

**Regular Meeting**

- 1.0 President Jan Mosher called the regular meeting to order at 5:59 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 13, 2022  
c. Treasurer's Report – April 2022  
d. Student Activities Report – None  
e. Claims Auditor Report – June 2022  
f. Financial Reports – April 2022

Motion made by:	Kathy Felio	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

- 3.0 Public Participation – Mrs. Hall inquired about the Special Education Teacher on the Board agenda and asked if this was an Elementary Special Education Teacher. Mr. Finster stated the new hired was for Middle School. She also asked on the status of reviewing the option of having weighted grades for the high school students.

4.0 Old Business: None

5.0 Committee Reports: None

6.0 New Business:

6.1 Superintendent Report – Mr. Finster reported that we have no applicants for the Elementary Special Education Teacher opening. The option of placing a General Education Teacher with Special Education certification in this position was discussed. The SRO contract is still being discussed with Lewis County.

- 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 Elementary Principal’s Report

6.3 MS/HS Principal’s Report

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

Motion made by:	Heidi McIntosh	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

**The Board entered into Executive Session at 6:11 p.m. and returned at 7:13 p.m.**

6.6 **CSE Recommendations** - RESOLVED to adopt a resolution approving the following CSE recommendations: 1834 (Grades 4 and 5) and 1909.

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

6.7 **504 Recommendations** – None

6.8 **CPSE Recommendations** - RESOLVED to adopt a resolution approving the following CPSE recommendations: 1664 (Preschool and K).

Motion made by:	Heidi McIntosh	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

7.0 **Personnel**

7.1 **Resignation** – RESOLVED to adopt a resolution accepting, with regret, the resignation of Alexa Gallo, MS ELA Teacher, effective June 30, 2022.

Motion made by:	Heidi McIntosh	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

- 7.2 **Special Education Teacher** – RESOLVED to adopt a resolution approving Joshua Girard as a Special Education Teacher, effective July 1, 022, at Step 2 per the HTA Contract.

Motion made by:	Cory Bearor	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

- 7.3 **ELA Teacher** – RESOLVED to adopt a resolution approving Stacy Little as a Middle School ELA Teacher, effective July 1, 2022, at a 7-year teacher’s salary, pending fingerprinting.

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

- 7.4 **IT Director** – RESOLVED to adopt a resolution provisionally appointing Jean LaVancha as IT Director, effective July 1, 2022.

Motion made by:	Parish Atkinson	Seconded by:	Kathy Felio
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

- 7.5 **Prevention Counselor Educator** – RESOLVED to adopt a resolution approving Ashlee Fowler as a Prevention Counselor Educator, effective August 1, 2022.

Motion made by:	Parish Atkinson	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

- 7.6 **Substitute Cleaner** – RESOLVED to adopt a resolution approving Peyton Schmitt as a Substitute Cleaner, effective June 21, 2022.

Motion made by:	Heidi McIntosh	Seconded by:	Cory Bearor
Voting Results:	YES: 5	NO: 0	ABSTAIN: 1
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Abstain

- 8.0 **Adjournment** - Meeting was adjourned at 7:17 p.m.

Motion made by:	Kathy Felio	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
J. Mosher	Yes	K. Felio	Yes
C. Bearor	Yes	H. McIntosh	Yes
P. Atkinson	Yes	T. Schmitt	Yes

Respectfully submitted,

Jolie Snider  
Board of Education Clerk