

Date: Amended - July 12, 2022
 Type: Regular/ Reorg
 Location: Board Room
 Present: Craig Giroux; Mary LaPierre; Tim Howley;
 Jason Bruce; Dan Bernard (phone in); Kelly Andrew; Chris Demers
 Others: Scott Osborne, Superintendent; Emelin Koss, Business Manager;
 ; Abby Garrant, District Clerk; Elementary Principal, Rob McAuliffe;
 Michelle Lawrence, Dean of Students; CSE Director, Theda
 Wilfore

Call to Order	<p>President Giroux called the meeting to order at 5:33 P.M.</p> <p>Motion carried unanimously.</p>
Executive Session	<p>Mr. Demers made a motion, seconded by Mr. Howley to enter into Executive Session at 5:33 P.M.</p> <p>Motion carried unanimously.</p>
Open Session	<p>Mr. Bruce made a motion, seconded by Mr. Andrew to go into Open Session at 6:53 P.M.</p> <p>Motion carried unanimously.</p>
Appointment of Newly Elected of President	<p>Mr.s Andrew made a motion seconded by Mr. Bruce to appoint the newly elected President of the Board, Craig Giroux.</p> <p>Motion carried unanimously.</p>
Appointment of Newly Elected Vice President	<p>Mr. Howley made a motion, seconded by Mrs. Andrew to appoint the newly elected Vice President of the Board, Daniel Bernard.</p> <p>Motion carried unanimously.</p>
Appointment of Newly Elected Clerk of the Board	<p>Mr. Demers made a motion, seconded by Mrs. Andrew to appoint the newly elected Clerk of the Board, Mary LaPierre.</p> <p>Motion carried unanimously.</p>
Consent Agenda: Appointment of Officers to the Board	<p>CONSENT AGENDA: APPOINTMENT OF OFFICERS TO THE BOARD</p> <p>Mr. Demers made a motion, seconded by Mrs. LaPierre to appoint the following individuals as Officers to the Board of Education for the 2022-23 school year:</p>

Consent Agenda: Other Appointments

Designation	Individual	Compensation	Indemnity Amount
District Clerk	Abby Garrant	\$2,000.00	\$2,000,000
Internal Claims Auditor	Nancy Vesco	\$20.00/hour	\$2,000,000
Treasurer	Ashley Baker	n/a	\$2,000,000
Deputy Treasurer	Emelin Koss	n/a	\$2,000,000
Tax Collector	Nancy Vesco	\$2,500.00	\$2,000,000

Motion carried unanimously.

Mr. Howley made a motion, seconded by Mr. Demers to approve the following individuals to other appointed positions for the 2022-23 school year:

Designation	Individual/Organizat ion	Compensation
School Attorney	Stafford-Owens, PLLC	\$215/hr
School Attorney	Harris-Beach, PLLC	\$215/hr
Municipal Finance Consultant	RBT, Inc.	n/a
School Architect	Bernier, Carr & Associates	n/a
School Insurance Consultant	Northern Insuring	n/a
Independent Auditing Firm	Boulrice & Wood, CPA PC	\$13,000.00
Director of Student Health Services	Plattsburgh Medical Care	\$1,900.00
Purchasing Agent	Emelin Koss	n/a
Extra Curricular Activity Fund Treasurer	Ashley Baker	n/a
Chief Faculty	Scott J. Osborne	n/a

Consent Agenda: Designations	Counselor		
	Public Records Access Officer	Emelin Koss	n/a
	Records Management Officer	Emelin Koss	n/a
	Property Control Manager	Emelin Koss	n/a
	Attendance Officer	Rob McAuliffe	n/a
	Title IX Compliance Officer	Rob McAuliffe	n/a
	Homeless Liaison	Rob McAuliffe	n/a
	Pesticide Control Officer	Barry West	n/a
	Asbestos Designee	Barry West	n/a
	Section 504/ADA Coordinator	Theda Wilfore	n/a
	Section 504/ADA Compliance Officer	Scott Osborne	n/a
	Home Schooling Coordinator	Theda Wilfore	n/a
	Comptroller of Petty Cash Funds	Scott Osborne	n/a
	<p style="text-align: center;">Motion carried unanimously.</p> <p>Mr. Bruce made a motion, seconded by Mr. Howley to approve the following designations:</p> <p style="margin-left: 40px;">A. Designate TD Bank and Bank of New York (CLASS) as official depositories of all funds of the District during the 2022-23 fiscal year.</p> <p style="margin-left: 40px;">B. Designate the following Board Members as the Audit Committee:</p> <ol style="list-style-type: none"> Dan Bernard Jason Bruce Tim Howley Craig Giroux (alternate) 		

- C. Designate the following Board Members for the Building Committee:
 - 1. Craig Giroux
 - 2. Chris Demers
 - 3. Tim Howley

- D. Designate the Press Republican and the Sun Community News as official newspapers of the district.

- E. Designate the second Tuesday of each month, at 6:00 PM in the CCRS Board Room, as the meeting date, time and location of Board of Education meetings for the 2022-23 school year, as follows, unless otherwise stated: *August 9; September 13; October 11; November 8; December 13; January 10; February 14; March 14; April 18; May 9; June 13 .*

- F. Designate a mileage reimbursement rate to follow IRS mileage rates for employees who use their personal automobiles on official business of the District during the 2022-23 fiscal year.

- G. Designate Scott J. Osborne as representative to the Clinton, Essex, Warren & Washington Worker's Compensation and Health Insurance Consortium Board of Directors & Trustee representing the Chazy Union Free School District.

- H. Designate the bulletin boards in the Teacher's Room, Receiving Room and outside the Main Office as the official bulletin boards for the posting of official district notices for the 2022-23 school year.

Motion carried unanimously.

Standard Work Day Resolution

Mr. Demers made a motion, seconded by Mrs. Andrew, BE IT RESOLVED, that the Chazy Union Free School District, location code 70904, hereby establishes the following as Standard Work Days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the timekeeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Five Days/Week, 8 Hours/Day	All Building Maintenance Workers, Custodial Workers, Transportation Supervisor, Auto Mechanic, Auto Mechanic Helper, Cook Manager, Treasurer, Business Manager,
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Consent Agenda:
Authorizations

	Account Clerk, Typists, Superintendent Secretary, District Clerk
Five Days/Week, 7.25 Hours/Day	Registered Professional Nurse
Five Days/Week, 7 Hours/Day	Teacher Aide/Student Aide, School Monitor
Five Days/Week, 6 Hours/Day	Bus Drivers, School Bus Monitor, Food Service Helper
Five Days/Week, 3.5 Hours/Day	Part-Time Food Service Helper

Motion carried unanimously.

Mrs. Andrew made a motion, seconded by Mr. Demers to approve the following authorizations for the 2022-23 school year:

Authorization	Individual
Certify payroll	Superintendent
Approve attendance of all local staff conferences, conventions, workshops, and off-campus meetings subject to available budget appropriations	Superintendent
Sign all applications and forms required for Federal and State Programs and Grants	Superintendent
Sign all checks	Treasurer
Sign all checks in the absence of the Treasurer	Business Manager
Approve budgetary transfers within and between funds as necessary to balance accounts up to \$2,500	Superintendent
Alternate signature for all accounts	Superintendent
Establish petty cash funds for the District Office (\$50) and the Cafeteria (\$100)	Treasurer
Utilize the school district credit card	Business Manager

Invest idle funds in approved interest-bearing accounts	Business Manager
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Motion carried unanimously.

Consent Agenda:
Dignity Act Coordinators

Mrs. LaPierre made a motion seconded by Mr. Howley to appoint the following individuals as Dignity Act Coordinators for the 2022-23 school year:

1. Chazy Central Rural Elementary School: Rob McAuliffe
2. Chazy Central Rural Junior-Senior High School: Michelle Lawrence
3. District Coordinator: Scott Osborne

Motion carried unanimously.

Consent Agenda:
Annual Professional Performance Review

Mrs. Andrew made a motion, seconded by Mrs. Demers to appoint the following individuals as Lead Evaluators, respectively, to carry out the Annual Professional Performance Review (APPR) of applicable educators during the 2022-23 school year, in accordance with the District's state-approved APPR Plan:

Evaluator	Area
Rob McAuliffe	Teachers
Theda Wilfore	Teachers
Scott Osborne	Teachers
Scott Osborne	Principals

Motion carried unanimously.

Consent AGenda:
Committee on PreSchool Education

Mrs. Andrew made a motion seconded by Mr. Howley approve the following Consent Agenda items:

Appoint the Committee on Special Education for the 2022-23 school year as follows:

Role	Individual
Chairperson	Theda Wilfore
School Nurse	Kim Gosselin
Director of Student Health Services	Sarah Howell
Guidance Counselor	Amy Racine

Psychologist	Krysten Koltowski
Parent Member(s)	As needed
RSPs/Special Education Teachers	Faculty as requested
Teacher	Faculty as defined in Federal Regulations
Surrogate Parent	As needed
Mediation Program Representative	Theda Wilfore

Appoint the Committee on Preschool Special Education for the 2022-23 school year:

Role	Individual
Chairperson	Theda Wilfore
Designated County Representatives	Jessica Matthews, Christa VanCour
Director of Student Health Services	Sarah Howell
Parent Member(s)	As needed
Teacher	As defined in Federal Regulations

Approve the following resolution pertaining to Impartial Hearings under Part 200:

Whereas Commissioner's Regulation 200.5 directs that a Board of Education arrange for an impartial hearing in accordance with the Commissioner's Rules; and

Whereas, the Commissioner's Regulations require that the rotational election process must be initiated immediately, but not later than two (2) business days after receipt by the School District of the written request for the hearing; and

Whereas, the Commissioner's Regulations allow a Board of Education to designate one or more of its members to appoint the Impartial Hearing Officer once an available impartial hearing officer from the rotational list has been found to be available;

Therefore, Resolved, that the Board President, Vice-President and/or Board Clerk be designated as having the power to appoint

<p>Consent Agenda: Other</p>	<p>an impartial hearing officer who has been selected in accordance with the Regulations of the Commissioner of Education on behalf of the Board of Education.</p> <p style="text-align: center;">Motion carried unanimously.</p> <p>Mrs. LaPierre made a motion seconded by Mr. Bruce, Upon recommendation of the Superintendent, the Board resolves to:</p> <p>Regulate the extra-classroom activity fund as established by the State Education Department for setting up accounting procedures that conform to the Regulations of the Commissioner of Education for the control of extraclassroom activity funds as outlined in The Safeguarding, Accounting, and Auditing of Extraclassroom Activity Funds of this District during the 2022-23 school year.</p> <p>Participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Program in accordance with guidelines set forth in the associated "Cooperative Purchasing Agreement" for the 2022-23 school year.</p> <p>Authorize the District to enter into an Initial Contract for Cooperative Educational Services with the Clinton-Essex-Washington-Warren BOCES (CVES) for the 2022-23 school year.</p> <p>Hold memberships during the 2022-23 school year with the New York State School Boards Association (NYSSBA) and the Clinton County School Boards Association.</p> <p>Approve District's intent to participate in the CVES 2023 Special Education School-Aged Summer School, and agrees to pay the actual CEWW BOCES costs for the 2023 summer school; and BE IT FURTHER RESOLVED, that no later than August 1, 2022 the Clerk of the Board shall notify the CEWW BOCES in writing of the District's commitment as described herein and the District's intent to participate in the 2023 Special Education School-Age Summer School.</p> <p>Re-adopt all Policies and Code of Ethics in effect during the previous year.</p> <p>Resolve to appoint the Superintendent, Business Manager, and Treasurer as District Clerk Pro-Tem, respectively, as-needed, during the 2022-23 school year.</p> <p style="text-align: center;">Motion carried unanimously.</p>
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Code of Ethics	<p>Mrs. Andrew made a motion, seconded by Mr. Howley to RESOLVE that the Board of Education has been presented with the standing District Policy 2160 School District Officer and Employee Code of Ethics of the Chazy Union Free School District.</p> <p>Motion carried unanimously.</p> <p>[end of Organizational items and actions]</p>
Approve Regular Meeting Agenda	<p>Mr. Demers made a motion, seconded by Mrs. Andrew to approve the July 12, 2022 regular meeting agenda.</p> <p>Motion carried unanimously.</p>
Minutes	<p>Mr. Bruce made a motion seconded by Mr. Howley to approve the following meeting minutes as presented by the District Clerk:</p> <ol style="list-style-type: none"> 1. June 14, 2022 (regular meeting) <p>Motion carried unanimously.</p>
Financials	<p>Mrs. Andrew made a motion, seconded by Mr. Howley to approve of the following June 2022 Financial Reports:</p> <ol style="list-style-type: none"> 1. Monthly Financial Summary Memo 2. Treasurer's Monthly Reports 3. Cafeteria Status Report 4. Revenue Status Report 5. Appropriation Status Report 6. Check Warrant Reports 7. Trial Balance Report 8. Year-to-Year and Year-to-Date Revenue and Expenditures <p>Motion carried unanimously.</p>
State Aid Report	<p>Mrs. Andrew made a motion, seconded by Mr. Howley to receive and discuss a summary report on State Aid from the Business Manager.</p> <p>Motion carried unanimously.</p>
Consent Agenda: Action Items	<p>Mr. Demers made a motion, seconded by Mr. Bruce to authorize the Board President to execute the CV-TEC Adult Education and Safety Education Sponsorship Agreement related to Cooperative Service 103, at no cost to the District, for the 2022-23 school year.</p> <p>Motion carried unanimously.</p>

Executive Session	<p>Mr. Demers made a motion, seconded by Mr. Howley to enter into Executive Session at 7:38 P.M</p> <p>Motion carried unanimously.</p>
Open Session	<p>Mrs. Andrew made a motion, seconded by Mr. Demers to go into open session at 9:08pm.</p> <p>Motion carried unanimously.</p>
Approve Special Education Recommendations	<p>Mr. Demers made a motion, seconded by Mrs. Andrew to approve the recommendations of the Committee on Special Education as presented by the Director of Special Education.</p> <p>Motion carried unanimously.</p>
Accept Resignations	<p>Mrs. Andrew made a motion, seconded by Mr. Howley approve the following Personnel Action Items:</p> <p>Accept the following resignations, respectively:</p> <ol style="list-style-type: none"> 1. Elizabeth Garrand, modified girls soccer coach (7/12/2022); 2. Abby Garrant, District Clerk (8/12/2022); 3. Kimberly A. Gosselin, School Nurse (12/31/2022); 4. Leigh E. Ryan, Teaching Assistant (6/24/2022); 5. Kevin Dandrow, Teacher Aide/Student Aide (6/24/2022).
Accept the Letter of Intent to Retire - Kim Gosselin	<p>Accept the letter of intent to retire from Kim Gosselin, school nurse.</p>
Appoint Kelly Carey	<p>Upon recommendation of the Superintendent, appoint Kelly Carey who is professionally certified in the French Teacher Grades 7-12 area, and who has previously obtained tenure and had an APPR rating of Highly Effective or Effective in her final year of prior tenured service, to the position of French Teacher, in the Foreign Language tenure area, for a probationary period commencing on July 1, 2022 and anticipated to end on June 30, 2025. Salary for the 2022-23 school year is \$62,155 in accordance with Step 15 BA + 30 of the collective bargaining agreement.</p>

Appoint Gissell Edwards	<p>Upon recommendation of the Superintendent, appoint Gissell Edwards, who is emergency certified in Early Childhood Education B-2 and Childhood Education 1-6, to the position of Elementary Interventionist, in the elementary teacher tenure area, for a probationary period commencing on July 1, 2022 and anticipated to end on June 30, 2026. Emergency COVID-19 certification expires on 08/31/2024 and she must have completed the requirements for initial certification by that date. Salary for the 2022-23 school year is \$43,052 in accordance with Step 1BA + 30 of the collective bargaining agreement.</p>																		
Appoint Lena Tregan	<p>Upon recommendation of the Superintendent, appoint Lena Tregan, who holds New York State licensure as a Licensed Clinical Social Worker, to the position of K-12 Counselor/Social Worker, in the School Social Worker tenure area, for a probationary period commencing on July 1, 2022 and anticipated to end on June 30, 2026. Salary for the 2022-23 school year is \$59,337 in accordance with Step 12 BA + 60 of the collective bargaining agreement.</p>																		
Appoint Lifeguard	<p>Appoint Julia Lynch, who holds American Red Cross certification for lifeguarding, first aid and waterfront skills, to the position of life guard at the rate of \$15.00/hr.</p>																		
Appoint Lifeguard	<p>Appoint Audrey Langlois, who holds American Red Cross certification for lifeguarding, first aid and waterfront skills, to the position of lifeguard at the rate of \$15.00/hr, pending fingerprint clearance.</p>																		
Appoint substitutes	<p>Appoint the following individuals to substitute teacher/substitute aide positions for the 2022-23 school year at the rate of \$110, \$110, \$96.</p> <table border="1" data-bbox="553 1545 1419 1892"> <tr> <td>Baker, Jennifer</td> <td>Barnett, Olivia</td> <td>Chateaufneuf, Brent</td> </tr> <tr> <td>Gosselin, Landon</td> <td>Green, Rini - \$110</td> <td>Hosler, Annette</td> </tr> <tr> <td>Juneau, Celine</td> <td>Langlois, Catherine</td> <td>Langr, Frank - \$110</td> </tr> <tr> <td>Lizzardi, Annika</td> <td>Matott, Cathy</td> <td>Mayhew, Grace</td> </tr> <tr> <td>Menard, Diane - \$110</td> <td>Paola, Rose - \$110</td> <td>Patnode, Fran - \$110</td> </tr> <tr> <td>Peryea, Emily</td> <td>Racine, Judith</td> <td>Thume, Grace</td> </tr> </table>	Baker, Jennifer	Barnett, Olivia	Chateaufneuf, Brent	Gosselin, Landon	Green, Rini - \$110	Hosler, Annette	Juneau, Celine	Langlois, Catherine	Langr, Frank - \$110	Lizzardi, Annika	Matott, Cathy	Mayhew, Grace	Menard, Diane - \$110	Paola, Rose - \$110	Patnode, Fran - \$110	Peryea, Emily	Racine, Judith	Thume, Grace
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