

# ***2021-22 Budget Board of Education Sub-Committees:***

*(Approved at the 11/17/20 BOE Meeting)*

## **Physical Education, Athletics, and Health/Nursing– Chris Villiere**

Mike Lisk, Justin Szucs, Richard Ventura

## **Buildings and Grounds- Rich Poniktera and Barry Yette**

Tom Burmingham, Andy Liendecker, Mike Lisk, Justin Szucs

## **Music Department – Judy Duppert/Chad Luther**

Tom Burmingham, Paul Campbell, Richard Ventura

## **Student Transportation – Andy Krokowski and Barry Yette**

Tom Burmingham, Jessica Carpenter

## **High School Instructional – Chad Luther**

Christine Chafty, Mike Lisk, Dawn Ludovici

## **Middle School Instructional – Judy Duppert**

Paul Campbell, Andy Liendecker, Dawn Ludovici

## **Elementary Instructional – Christine Sobel and Chris Villiere**

Jessica Carpenter, Dawn Ludovici, Justin Szucs

## **Special Education – Cathy Littlefield**

Andy Liendecker, Jessica Carpenter

## **Technology- Scott Carpenter**

Christine Chafty, Richard Ventura

## **BOCES/RIC, Debt Service, and Administration – Doug Premo and Barry Yette**

Tom Burmingham, Paul Campbell, Christine Chafty

## **Staffing and Programs (as needed)– Doug Premo and Barry Yette** (Principals/Directors/Supervisors as needed)

Tom Burmingham, Christine Chafty, Andy Liendecker, Mike Lisk

# Budget Board of Education Sub-Committees Meeting Schedule 2021-22 Budget

**November 18, 2020**

**Tuesday, January 19, 2021 (Prior to 6:30 PM Audit/BOE Mtg.)**

*\*All meetings will be held in the Middle-High School Library*

TIME	DEPT	Tom B.	Paul C.	Justin S.	Andy L.	Mike L.	Dawn L.	Jessica C.	Rich V.	Chris C.
5:10 PM	Spec. Ed.				X			X		
5:35 PM	Elementary			X			X	X		
6:00 PM	Trans	X						X		

**Monday, January 25, 2021**

*\*All meetings will be held in the Middle-High Library*

TIME	DEPT	Tom B.	Paul C.	Justin S.	Andy L.	Mike L.	Dawn L.	Jessica C.	Rich V.	Chris C.
5:00 PM	Tech								X	X
5:25 PM	High					X	X			X
5:50 PM	B&G	X		X	X	X				
6:20 PM	PE			X		X			X	
6:50 PM	Music	X	X						X	
7:05 PM	Middle		X		X		X			

**\*Tuesday, February 9, 2021 (Prior to 6:30 PM Audit/BOE Mtg.)**

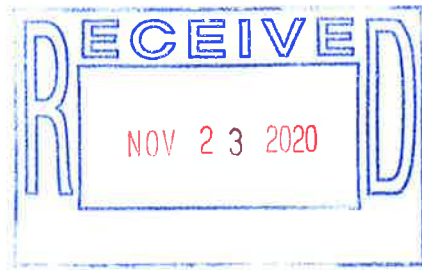
*\*All meetings will take place in the Middle-High School Library*

*\*This date/time is subject to change depending on the availability of needed information from the BOCES and the RIC*

TIME	DEPT	Tom B.	Paul C.	Justin S.	Andy L.	Mike L.	Dawn L.	Jessica C.	Rich V.	Chris C.
*5:00 PM	BOCES – RIC - ADMIN	X	X							X

**Staffing and Programs: (Tom B., Chris C., Andy L., and Mike L.) - TBD if necessary/as needed**

12/15 BDE  
mtg.



**Memo To: Mr. Doug Premo**  
**Superintendent**

**From : Rich Poniktera**  
**Director of Facilities III**

**Re: Items for discard/disposal and or public sale**

**Date: 11/23/2020**

**We have a 2011 ford pick up and a Snowdog 8'6"pick up snowplow that have been replaced so we would like to auction, sell, or trade in.**

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**From:** STEVE FULLER  
**Sent:** Sunday, November 29, 2020 9:53 AM  
**To:** DOUGLAS PREMO  
**Cc:** BARRY J YETTE  
**Subject:** trays

Doug,

We have about 250 old food trays. I would like to get Board approval to discard or donate these trays. I do not believe they have much value as an auction item.

Steve

Non-Instructional/Business  
Operations

**SUBJECT: RECORDS MANAGEMENT**

A Records Management Officer shall be designated by the Superintendent, subject to the approval of the Board of Education. Such Records Management Officer shall coordinate the development of and oversee a program for the orderly and efficient management of records, including the legal disposition or destruction of obsolete records, and be given the authority and responsibility to work with other local officials at all levels in the development and maintenance of the records management program.

In addition, a Records Advisory Board may be created to assist in establishing and supporting the records management program. The District's legal counsel, the fiscal officer, and the Superintendent/designee may comprise the Advisory Board.

Appropriate regulations and procedures shall be developed.

**Retention and Disposition of Records**

The Superintendent shall retain records for such a period and dispose of them in the manner described in Records Retention and Disposition Schedule ED-1, established pursuant to Part 185, Title VIII of the Official Compilation of Codes, Rules and Regulations of the State of New York and Article 57-A of the Arts and Cultural Affairs Law.

Arts and Cultural Affairs Law Section 57.19  
8 New York Code of Rules and Regulations (NYCRR) Part 185

Adoption Date: 5/12/09

**SUBJECT: RECORDS MANAGEMENT**

The Superintendent will designate a Records Management Officer, subject to Board approval, to develop and coordinate the District's orderly and efficient records management program. Among other aspects, this program includes the legal disposition or destruction of obsolete records and the storage and management of inactive records. The Records Management Officer will work with other District officials to develop and maintain this program.

The District may create a Records Advisory Board to assist in establishing and supporting the records management program. Members of this board may include the District's legal counsel, the fiscal officer, and the Superintendent or designee, among others.

**Retention and Disposition of Records**

The District will retain records and dispose of them in accordance with the Retention and Disposition Schedule for New York Local Government Records (LGS-1) or as otherwise approved by the Commissioner of Education. Further, if any law specifically provides a retention period longer than that established by this schedule, the retention period established by the law will govern.

**Replacing Original Records with Microforms or Electronic Images**

The District will follow procedures prescribed by the Commissioner of Education to ensure accessibility for the life of any microform or electronic records that replace paper originals or micrographic copies.

**Retention and Preservation of Electronic Records**

The District will ensure that records retention requirements are incorporated into any program, plan, or process for design, redesign, or substantial enhancement of an information system that stores electronic records. The District will also ensure that electronic records are not rendered unusable because of changing technology before their retention and preservation requirements expire.

Arts and Cultural Affairs Law Article 57-a  
8 NYCRR Part 185

Adoption Date: 5/12/09

Revised: