

**NORWICH CITY SCHOOL DISTRICT**  
**BOARD OF EDUCATION REGULAR MEETING**  
**April 20, 2020**  
**ZOOM MEETING**  
**6:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**1. MINUTES** - It is recommended that the Board of Education adopt minutes from the [March 17, 2020, Regular Board of Education Meeting](#), and [April 1, 2020 Special Meeting](#).

**2. REPORTS**

a. Superintendent

- Update – COVID-19 – extended school closure through May 15<sup>th</sup>

b. Finance

- 2020-2021 NCS D Budget
- [Technology Budget](#): Steve Andrus
- [Updated Budget](#): Brian Bartlett
- Legislative budget run: Budgeting Smarter
- Special Education Programs at the Elementary Schools
- Modifications in the food service budget
- Modifications in technology budget
- Considerations in staffing
- Pandemic adjustments from Federal Stimulus Packet: April 30th, June 30th, and December 30th
- What to expect at these budget junctures

**3. DISCUSSION ITEMS**

- Committee Reports
- Tenure Recommendations
- Valedictorian & Salutatorian – Kisten
- NYS Executive Chamber Executive Order

**4. [PERSONNEL RECOMMENDATIONS](#)**

**5. PUBLIC COMMENT**

**6. CONSENT AGENDA**

- Approval of [Special Education and Preschool Special Education Reports](#)
- Approval of – [March Income and Expense Summary](#)
- Approval of [BOCES Bill – March 2020](#) and [April 2020](#)

**7. ACTION ITEMS**

- [Guernsey Memorial Library Budget](#) – It is recommended that the Board of Education adopt the 2020-2021 Guernsey Memorial Library Budget in the amount of \$1,170,800.00.
- [Awarding of Bids](#) – It is recommended that the Board of Education authorize the School Business Manager with the approval of the Superintendent to award all bids to the lowest responsible bidder meeting specifications.
- [District Credit Cards Approval](#) – It is recommended that the Board of Educating approve the use of two credit cards for official school business purposes only; one for the Superintendent with a credit limit of \$6,000 and the other for the School Business Manager with a credit limit of \$5,000.
- [Designation of Signature on District Bank Accounts](#) – It is recommended that the District Treasurer and School Business Manager be designated as signatures on all Norwich City School District bank accounts.
- [District Wire Transfers](#) – It is recommended that the Board of Education authorize the District Treasurer, with the approval of the School Business Manager, to perform wire transfers with the maximum limit of \$5,000,000 to be transferred at one time.
- [School Purchasing Agent](#) – It is recommended that the School Business Manager be appointed School Purchasing Agent.

- **Bonding of Officials** – It is recommended that the Board of Education authorize official undertakings as defined by Section 2527 of the Education Law in the form of a Faithful Performance Blanket Position Bond in the amount of \$1,000,000 with additional indemnity as specifically designated for the following positions:

<i>Treasurer</i>	<i>\$1,000,000</i>
<i>Tax Collector</i>	<i>\$1,000,000</i>
<i>Superintendent</i>	<i>\$1,000,000</i>
<i>School Business Manager</i>	<i>\$1,000,000</i>

- **Authorization of Budget Transfers** – It is recommended that the Board of Education authorize the School Business Manager, with the approval of the Superintendent, to make budget transfers within budget appropriation categories of not more than 25% of the original appropriation or a maximum of \$25,000. Budget transfers in excess of this amount shall be made by the Board of Education upon recommendation of the Superintendent.
- **Investment in Idle Funds** – It is recommended that the Board of Education authorize the School Business Manager and the Treasurer, with approval of the Superintendent, to continually invest idle funds in certificates of deposit or interest accounts offering the most favorable rates.
- **Certifying Payrolls** – It is recommended that the Superintendent and/or School Business Manager be authorized to certify payrolls.
- **BOCES Administrative Budget** - It is recommended that the Board of Education endorse the following resolution approving the proposed Administrative Budget for the Delaware-Chenango-Madison-Otsego BOCES for the 2020-2021 school year.

**RESOLVED, that the Norwich City School District Board of Education does hereby approve the proposed Delaware-Chenango-Madison-Otsego BOCES Administrative Budget for the 2020-2021 school year in the amount of \$2,379,500.**

- **Balloting for Members of the BOCES Board** - It is recommended that the Board of Education cast one vote for each of the two vacancies to be filled by the following individuals for membership on the BOCES Board consistent with the enclosed ballot.

*Brian Milk (Greene Central School District)*  
*Linda Tuller (Unadilla Valley Central School District)*  
*Linda Zaczek (Gilbertsville-Mt. Upton Central School District)*

- **Uncollected Taxes** – It is recommended that the Board of Education approve the resolution certifying uncollected taxes to be turned over to the City of Norwich and Chenango County.
- **Data Protection Officer** – It is recommended that the Board of Education appoints Scott Ryan as the District’s Data Protection Officer as per mandate per the NYSED.

## 8. PUBLIC COMMENT

## 9. EXECUTIVE SESSION

- **Discussion on employment history of individuals. Review of year 4 + tenured faculty.**

Topic: Diana Bowers' Zoom Meeting  
 Time: Apr 20, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting  
<https://us04web.zoom.us/j/9028005727?pwd=QlJHamgxckx0TjA2NVpSYnZGVk5yZz09>

Meeting ID: 902 800 5727  
 Password: 604007