

**BOARD OF EDUCATION**  
**NORTHERN ADIRONDACK CENTRAL SCHOOL**  
Re- Organizational and Regular Board Meeting July 6, 2021 at 6:00 p.m.  
Held in the Middle/ High School Auditorium

**AGENDA**

I. **Call to Order** \_\_\_\_:\_\_\_\_

II. **Pledge of Allegiance**

III. **Administration of Oath**

Administer Oath of Faithful Performance in Office to elected Board member  
Amanda Smith.

IV. **Roll Call**

- Mark DeCoste
- Phalon Miner
- Trevor Finley
- Amanda Smith
- Steven Bartlemus
- Willie Venne
- Bryan Trombley

V. **Elections**

A. President of the Board of Education

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
(Accept Reject Table)

a. Oath of Faithful Performance in Office to President

District Clerk administers Oath of Faithful Performance in Office  
to President.

## B. Vice- President of the Board of Education

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

## a. Oath of Faithful Performance in Office to Vice-President

District Clerk administers Oath of Faithful Performance in Office to Vice-President.

## VI. Approve 2021-2022 Appointments of District Officers

| Position                     | Employee           | Pay Rate                      |
|------------------------------|--------------------|-------------------------------|
| A. District Treasurer        | Sarah Watts        | Per Salary and Benefit Policy |
| B. District Clerk            | Brittany LaBombard | Per Salary and Benefit Policy |
| C. Pro Temp District Clerk   | Sandy Dominic      | \$25.00 per hour              |
| D. Claims Auditor            | Pamela Griffin     | \$17.50 per hour              |
| E. Purchasing Agent          | James Knight, Jr.  | N/A                           |
| F. Tax Collector             | Darla Bilow        | Per CSEA Contract             |
| G. Chief Information Officer | Brittany LaBombard | N/A                           |
| H. Chief Emergency Officer   | Craig Dumas        | \$750.00                      |
| I. DATA Protection Officer   | Michael Loughman   | N/A                           |

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

## VII. Approve 2021-2022 Appointments of Other Positions

| Position  | Employee                 |
|---|--------------------------|
| A. School Physician/ Director of School Health Services | Plattsburgh Health Group |
| B. Treasurer of Extra Classroom Activity Fund           | Jamie Lord               |
| C. Faculty Auditor of Student Activity Accounts         | Darla Bilow              |
| D. Title IX Coordinator                                 | Lisa Silver              |
| E. 504 Compliance Officer                               | Cindy Hoff               |

| <b>Position</b>                                   | <b>Employee</b>                          |
|---|--|
| F. School Attorney                                | Harris Beach, Attorneys At Law           |
| G. Insurance Consultant                           | Eastern Insuring, LLC DBA LaBarge Agency |
| H. Records Access Officer                         | Brian Tousignant                         |
| I. Records Management Officer                     | Brian Tousignant                         |
| J. Homeless Liaison                               | Cindy Hoff                               |
| K. DASA Coordinators                              | Rob Witkiewicz, Christine Brudvig        |
| L. External Auditor                               | Boulrice and Wood CPA's PC               |
| M. Title I Coordinator                            | Lisa Silver                              |
| N. Lead Evaluator                                 | Rob Witkiewicz                           |
| O. Lead Evaluator                                 | Michael Loughman                         |
| P. Lead Evaluator                                 | Lisa Silver                              |
| Q. Lead Evaluator                                 | James C. Knight, Jr.                     |
| R. Asbestos Local Education Agency (LEA) Designee | Jay Bouchard                             |

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

**VIII. Approve 2021-2022 Bonding of Personnel**

- A. District Clerk- Brittany LaBombard
- B. Pro Temp District Clerk- Sandy Dominic
- C. Payroll Clerk- Kyle Patnode
- D. Tax Collector- Darla Bilow
- E. District Treasurer- Sarah Watts
- F. Treasurer of Student Activity Account- Jamie Lord
- G. Claims Auditor- Pamela Griffin

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

**IX. Approve 2021-2022 Designations**

- A. Official Depository for District Funds- Primary: - National Bank & Trust Co. (NBT); Secondary: Greene County Commercial Bank
- B. Official District Newspaper: Press Republican
- C. Mileage Reimbursement Rate- as per contracts

D. Impartial Hearing Officers for the District- Rotational list as provided by the State Education Department

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

**X. Approve 2021-2022 Authorizations**

- A. Certify Payroll- Brian Tousignant, James C. Knight, Jr.
- B. School Purchasing Agent- James C. Knight, Jr.
- C. Conferences, Conventions and Workshop for District Employees- James C. Knight, Jr.
- D. Establish Petty Cash Funds, \$100 Elementary School, \$100 High School- Sarah Watts
- E. District Check Signers- Sarah Watts and James C. Knight, Jr.
- F. Student Activity Account Check Signers- Jamie Lord, Rob Witkiewicz, and Michael Loughman
- G. Budget Transfers – Not to exceed \$2,000- James C. Knight, Jr.

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

**XI. Approve Appointments to the Committee on Special Education for the 2021-2022 School Year.**

| Name                | Position                |
|---------------------|-------------------------|
| A. Cindy Hoff       | Chairperson             |
| B. Michael Loughman | Chairperson (Alternate) |
| C. Debbie Zukowski  | Parent Representative   |

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

**XII. Approve Appointments to the Committee on Preschool Special Education for the 2021-2022 School Year.**

| Name                | Position                |
|---------------------|-------------------------|
| A. Cindy Hoff       | Chairperson             |
| B. Michael Loughman | Chairperson (Alternate) |
| C. Debbie Zukowski  | Parent Representative   |

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

**XIII. Approve the following substitute rates as follows for the 2021-2022 school year:**

|   |                |
|---|----------------|
| Substitute Teachers                           | \$ 100/day     |
| Temporary On-Call Bus Drivers                 | \$ 35 /run     |
| Temporary On- Call Nurses                     | \$ 22.50 /hour |
| Temporary On –Call Custodial                  | \$ 13 /hour    |
| Temporary On- Call Food Service               | \$ 13 /hour    |
| Temporary On- Call Teacher/ Student Aides     | \$ 13/hour     |
| Temporary On- Call Bus Monitors               | \$ 13/hour     |
| Part-Time Teacher/ Student Aides              | \$ 13/hour     |
| Teacher Aide/ Student Aide (after 1 yr. srv.) | \$ 13.25/hour  |

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

**XIV. Executive Session**

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

Time In:\_\_\_\_:\_\_\_\_

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

Time Out:\_\_\_\_:\_\_\_\_

**XV. Approval of Minutes from Previous Meeting**

- June 8, 2021- Regular Board Meeting

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

**XVI. Superintendent’s Report**

**XXI. Financial**

A. Accept Schedules of Expenditures (Warrants)

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

B. Accept Budget Status Report and Treasurer’s Report

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)



C. Approve resolution that NACS agrees to participate in the St. Lawrence/ Lewis BOCES Cooperative Purchasing Programs.(see attached)

Motion:           Seconded:    Yes:            No:            Abstain:  
(Accept Reject Table)

D. Approve the Engagement Agreement for Legal Services with Harris Beach PLC for the 2021-2022 school year (see attachment).

Motion:           Seconded:    Yes:            No:            Abstain:  
(Accept Reject Table)

E. Approve the following 2021-2022 Regular Board Meeting Dates:

Thursday August 19,2021  
Thursday September 16, 2021  
Thursday October 21, 2021  
Thursday November 18, 2021  
Thursday December 16, 2021

Thursday January 20, 2022  
Thursday February 17,2022  
Thursday March 17, 2022  
Thursday April 14, 2022  
Thursday May 19, 2022  
Thursday June 16, 2022

Motion:           Seconded:    Yes:            No:            Abstain:  
(Accept Reject Table)

F. Approve the Salary and Benefit Policy for the Confidential Management Group July 1, 2020 – June 30, 2023

Motion:           Seconded:    Yes:            No:            Abstain:  
(Accept Reject Table)

G. Approve resolution for CEWW BOCES to offer Special Education Summer School in 2022. ( see attachment)

Motion:           Seconded:    Yes:            No:            Abstain:  
(Accept Reject Table)





## XXI. Personnel Summer School Appointments

| Employee            | Position                                | Department          | Effective Date | Pay Rate                           | Comments |
|---------------------|---|---------------------|----------------|------------------------------------|----------|
| A. Mike Nichols     | Summer School Social Studies            | Middle/ High School | July 1, 2021   | Summer School Program Compensation |          |
| B. Amanda Trombley  | Summer School Math                      | Middle/ High School | July 1, 2021   | Summer School Program Compensation |          |
| C. Jamie Armstrong  | Summer School Science                   | Middle/ High School | July 1, 2021   | Summer School Program Compensation |          |
| D. Sandy Trombley   | Summer School Teacher Assistant         | Middle/ High School | July 1, 2021   | Summer School Program Compensation |          |
| E. Jamie Gilmore    | Summer School Librarian                 | Middle/ High School | July 1, 2021   | Summer School Program Compensation |          |
| F. Jennifer Gilmore | Summer School Nurse                     | Middle/ High School | July 1, 2021   | Summer School Program Compensation |          |
| G. Donna Roberts    | Summer School Special Education Teacher | Middle/High School  | July 1, 2021   | Summer School Program Compensation |          |
| H. Wayne Wilkins    | Summer School English Teacher           | Middle/High School  | July 1, 2021   | Summer School Program Compensation |          |
| I. 3-4 Bus Drivers  | Bus Drivers                             | District            | July 1, 2021   | Summer School Program Compensation |          |
| J. Anne Smallman    | Summer School Librarian                 | Elementary          | July 6, 2021   | Summer School Program Compensation |          |

| Employee           | Position                   | Department | Effective Date | Pay Rate                           | Comments |
|--------------------|----------------------------|------------|----------------|------------------------------------|----------|
| K. Pamela Pitts    | Summer School              | Elementary | July 6, 2021   | Summer School Program Compensation |          |
| L. Bethany White   | Summer School              | Elementary | July 6, 2021   | Summer School Program Compensation |          |
| M. Tasha Christian | Summer School Teacher Aide | Elementary | July 6, 2021   | Summer School Program Compensation |          |
| N. Al Pageau       | Summer School Nurse        | Elementary | July 6, 2021   | Summer School Program Compensation |          |

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

### XXII. Personnel Appointment

| Employee          | Position            | Department     | Effective Date                             | Pay Rate | Comments      |
|-------------------|---------------------|----------------|--|----------|---------------|
| A. Francis McNeil | Automotive Mechanic | Transportation | July 1, 2021 to on or about August 31,2021 | Unpaid   | Medical Leave |

B. Upon the recommendation of the Superintendent, Ian Spear, who holds a Physical Education Certificate, is hereby appointed to the position of Secondary Physical Education Teacher tenure area for a probationary period commencing on September 1, 2021 and anticipated to end on September 1, 2025. Salary for the 2021-2022 school year is based on step-1 BA+30 of the NATA contract.

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)

### XXI. Public Comment

### XXII. Adjournment

Motion:                      Seconded:                      Yes:                      No:                      Abstain:  
 (Accept Reject Table)  
 Time Out: \_\_\_\_:\_\_\_\_

