



A G E N D A
COPENHAGEN CENTRAL SCHOOL
BOARD OF EDUCATION REORGANIZATIONAL MEETING
Career and College Planning Center



1. Election
 - a) Temporary Chairman – Scott Connell
 - b) Pledge of Allegiance
 - c) Oath to new member – Gabrielle M. Thompson
 - d) Nomination for Office of President (President takes over meeting)
 - e) Nomination for Office of Vice President
 - f) Oath to new officers
 - g) Election of member and alternate member to serve on Executive Committee of Jeff-Lewis School boards Association.
 - h) Election of member to serve as Legislative Liaison for New York State School Boards Association.

2. Appointment of District Officers
 - a) District Treasurer - Dale Munn
 - b) Deputy Treasurer – Scott Connell
 - c) District Clerk – Mary Jones
 - d) Tax Collector – Robin Spaulding
 - e) Internal Claims Auditor – Rachel Guyette

3. Appointment of other positions:
 - a) Secretary to the Board – Mary Jones
 - b) School Physician – R. Brian Shambo, M.D.
 - c) School Alternate Physician – Laurel Shambo, R.P.A.
 - d) School Attorney – BOCES Office of Inter-Municipal Legal Services, O'Hara, O'Connell & Ciotoli; Ferrara Fiorenza, PC
 - e) Records Management Officer – Phyllis Gaines
 - f) Designated Education Official – Scott Connell
 - g) District External Auditors – Mr. Thomas Bowie, Bowers & Company, CPAS, PLLC
 - h) Title IX/Section 504 Hearing Officer – Scott Connell
 - i) Central Treasurer - Extra Class Activity Account – Robin Spaulding – alternate – Catherine Snyder and Natalie Scott, Co-Directors of Student Activities
 - j) Election Clerks and Inspectors – Rachel Guyette, Brenda Shelmidine, Linda Prince, Mary Shambo, Robin Spaulding, Dale Munn, Mary Jones, Phyllis Gaines, Donna Wheeler, and alternate, Patricia Eddy
 - k) Coordinator of Federal Funds – Dale Munn
 - l) District Investment Coordinator – Dale Munn
 - m) Dignity for All Students Act Coordinator (DFASA) – Pamela Ratliff; Assistant Principal, Alternate Brigitte Gillette, Guidance Counselor
 - n) **Committee on Special Education**
Chairperson/LEA Representative.....Dale R. Munn, Jr./Brenda Shelmidine, Co-Chair
Parent or persons in parental relationship to the student

Additional Parent Representatives: (additional parent representative available at the request of parent)

School Physician: R. Brian Shambo, M.D. or Laurel Shambo, R.P.A.

Special Education Teachers/Related Service Providers.....Appropriate Grade Level/Subject Area

School Psychologist.....Dale R. Munn, Jr.

Regular Education Teachers.....Appropriate Grade Level/Subject Areas

Student.....When Appropriate

o) **Committee on Special Education Subcommittee**

Chairperson/LEA Representative.....Dale R. Munn, Jr./ Brenda Shelmidine, Co-Chair

Parent or persons in parental relationship to the student

Special Education Teachers/Related Service Providers.....Appropriate Grade Level/Subject Area

Regular Education Teachers.....Appropriate Grade Level/Subject Areas

Student.....When Appropriate

p) **Section 504 Committee:**

(Team members included as appropriate)

Coordinator..... Dale R. Munn, Jr./Brenda Shelmidine, Co/Chair

Parent or persons in parental relationship to the student

Special Education Teachers/Related Service Providers.....Appropriate Grade Level/Subject Area

Regular Education Teachers.....Appropriate Grade Level/Subject Areas

Student.....When Appropriate

Guidance Counselor

Principal

q) **Committee on Preschool Special Education**

Chairperson: Brenda Shelmidine

Parent or persons in parental relationship to the student

Lewis County Municipality Representative: Laurie Simmons

Jefferson County Municipality Representatives: Mary VanBrocklin or Ljuba Cvetkovic

(Additional Parent representative available at the request of parent)

Early Intervention Provider and/or Evaluating Agency and/or Special

Education Service Provider/Teacher – Appropriate Representative

Part 200 Regulations: the parent and the school district may agree that the attendance of a member is not necessary or that a member of the committee may be excused in accordance with the following procedures pursuant to sections 4308(2)(f) through (h), 4355(2)(f) through (h), 4402(1)(b)(1)(b-1) through (b-3), 4402(1)(b)(1)(d), and 4410(3)(a)(3) through (5) of the Education Law. A parent is requested to sign off on the excusal of a committee member.

r) Instructional Material Review Committee:

- | | |
|-----------------------------|-------------------------|
| ▪ Mrs. JoAnne Spooner | Elementary Teacher |
| ▪ Ms. Lori Griffin | Secondary Teacher |
| ▪ Mrs. Nadine O'Shaughnessy | K-12 Principal |
| ▪ Mrs. Krisha Greene | Teacher |
| ▪ Mrs. Monica Kellogg | Member of the Community |

- s) Attendance Officers – Mary Shambo, and School Nurse Denean Clark
 - t) Records Access Officer – Scott Connell
 - u) District Audit Committee
 - Seven Board Members
 - Community Member: Laura Tousant
 - v) Asbestos (LEA) Designee – John McGraw
 - w) Co-Directors of Student Activities - Catherine Snyder and Natalie Scott
 - x) Chemical Hygiene Officers – Robert Cooper and John McGraw
 - y) Model Schools Coordinator – Darlene Rowsam
 - z) Civil Rights Coordinator - - Scott Connell – add for 2015
4. Bonding of Personnel – The Board may bond the following personnel handling district funds:
- a) District Clerk/Secretary to Supt. – Mary Jones
 - b) District Treasurer – Dale Munn
 - c) Central Activity Treasurer – Robin Spaulding
 - d) Internal Claims Auditor – Rachel Guyette
 - e) Deputy Treasurer – Scott N. Connell
 - f) Tax Collector – Robin Spaulding
5. Designations – The Board shall designate/approve:
- a) Depository of Funds – 1st Niagara, with Secondary Depository: Community Bank.
 - b) Newspaper – *Watertown Daily Times*.
 - c) Mileage reimbursement rate @ \$.45 per mile.
 - d) Set tuition rate for the 2015 – 2016 school year at zero.
 - e) Rate of pay for tutors of homebound students @ \$18.24 per hour.
 - f) Regular monthly meetings and Work Sessions:
- Regular Monthly Meetings & Work Sessions
- July 1, 2015 Reorganizational Meeting
- July 27, 2015 Regular Meeting
- (No August Work Session)
- August 24, 2015 Regular Meeting
- September 14, 2015 Work Session
- September 28, 2015 Regular Meeting
- October 13, 2015 Work Session
- October 26, 2015 Regular Meeting
- November 9, 2015 Work Session
- November 23, 2015 Regular Meeting
- December 7, 2015 Work Session
- December 16, 2015 @ 1:30 p.m. Regular Meeting after Christmas Dinner
- January 11, 2016 Work Session
- January 25, 2016 Regular Meeting
- February 8, 2016 Work Session
- February 22, 2016 Regular Meeting
- March 14, 2016 Work Session
- March 28, 2016 Regular Meeting
- April 11, 2016 Work Session
- April 25, 2016 Regular Meeting
- Annual Meeting May , 2016/Annual Vote May , 2016 (set by State)

May 9, 2016 Work Session
May 23, 2016 Regular Meeting
June 6, 2016 Work Session
June 20, 2016 Regular Meeting

6. Authorizations:
 - a) to certify Payroll – Scott Connell
 - b) authorization of attendance at conferences, conventions, workshops, etc. with designated expense – Scott Connell; Board of Education to authorize any out-of-state conference prior to registration.
 - c) to establish Petty Cash Fund, not to exceed \$50.00 – Scott Connell
 - d) of Purchasing Agent – Scott Connell
 - e) To offer school district employee and officer indemnification under Public Officer's Law §18;
 - f) to designate authorized signatures on checks – Scott Connell
 - g) to use check signing device – Dale Munn, Mary Jones
 - h) of Superintendent of Schools to approve budget transfers, and the monetary limits of such transfers.
7. Reapprove the Copenhagen Central School Plan for Annual Professional Performance Review.
8. Policy readoption.
9. Organize Board of Education 2015 – 2016 Committees:
 - a) Finance & Facilities
 - b) Policy
 - c) Personnel & Negotiations
10. Superintendent recommends approval of the following resolutions:
 - a) Upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves for the 2015 – 2016 school year only, a trial health insurance buyout program in the amount of \$1,750.00 for any employee eligible for health insurance through the district who files appropriate form before a deadline of June 30, 2015 as set by the Administration. The Board reserves the right to cancel this program at any time.
 - b) Recommendations from the Committee on Pre-School Special Education.
 - c) Extend current contract with Superintendent Scott Connell through June 30, 2018.
11. Adjournment.