

Jasper-Troupsburg Central School District REORGANIZATION Meeting	Wednesday, July 14, 2021, 6:00pm Troupsburg Building
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AGENDA

1. **Call Meeting to Order and Pledge of Allegiance (6:00pm)**
2. **Swearing in of New Board of Education Members**
3. **District Clerk**
 - a) **Nominations for Office of President**
 - b) **Election of President**
 - c) **Nominations for Office of Vice-President**
 - d) **Election of Vice-President**

District Clerk turns meeting over to the President

4. **Appointment of Superintendent of Schools**
 - Mrs. LeeAnne Jordan
5. **Appointment of District Clerk**
 - Mrs. Melinda Morgan
6. **Appointment of Deputy District Clerk**
 - Mrs. Kate Ross
7. **Appointment of Tax Collector**
 - Ms. Sheila Leach
8. **Appointment of Lead Evaluators for Teachers**
 - Mrs. Jane M. Hall
 - Mrs. Dawn J. Shanks
 - Mrs. LeeAnne H. Jordan
9. **Appointment of Lead Evaluators for Principals**
 - Mrs. Jane M. Hall
 - Mrs. Dawn J. Shanks
 - Mrs. LeeAnne H. Jordan
10. **Appointment of Attendance Officers**
 - Mrs. Dawn J. Shanks – 7-12
 - Mrs. Jane M. Hall- Pre K-6
11. **Appointment of DASA Coordinators**
 - Mrs. Dawn J. Shanks – 7-12
 - Mrs. Jane M. Hall- Pre K-6
12. **Appointment of School Physician**
 - Dr. Daniel Curtin

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13. **Appointment of Independent Auditor**
 - Buffamante, Whipple, Buttafaro, P.C.
14. **Appointment of Financial Advisor**
 - Bernard P. Donegan, Inc.
15. **Appointment of Bond Counsel**
 - Timothy McGill
16. **Designation of Official Depositories for all district funds**
 - JP Morgan
 - Citizens & Northern Bank
 - Community Bank, NA
 - Five Star
17. **Designation of Official Newspapers for the district**
 - Addison Post
 - Hornell Tribune
18. **Designation of Superintendent of Schools to certify district payroll**
19. **Appointment of District Treasurer**
 - Mrs. Alexis Devine
20. **Appointment of Deputy District Treasurer**
 - Mrs. LeeAnne H. Jordan
21. **Designate the signatures of the District Treasurer or Superintendent (as second signer) as the authorized signature on all district checks**
22. **Appointment of Treasurer for District Extracurricular Activity Fund**
 - *Mrs. Jill Risley*
23. **Appointment of Deputy Treasurer Extracurricular Activity Fund**
 - Mrs. Melinda Morgan
24. **Appointment of Purchasing Agent**
 - Mrs. LeeAnne H. Jordan
25. **Appointment of Deputy Purchasing Agent**
 - *Mrs. Jill Risley*
26. **Establish petty cash funds**
 - Recommendation to approve \$50 to high school cafeteria
 - ii. Custodian, Tori Parmenter
 - Recommendation to approve \$25 to elementary cafeteria
 - iii. Custodian, Tori Parmenter
27. **Individually bond the following employees: District Treasurer, Tax Collector, Extracurricular Activity Fund Treasurer, Deputies, Claims Auditor and all other employees as reflected in the district's general liability policy.**

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28. **Appointment of Superintendent of Schools and/or District Clerk as Receiver of Bids**
29. **Authorize District Clerk to appoint chairpersons and tellers for all District votes**
30. **Appointment of School Attorney**
 - Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP
31. **Establish that the Vice-President of the Board execute all duties of President in case of his/her absence or disability and that the official bank or depository is so informed**
32. **Appointment of Board of Education Warrant Reviewers**
33. **Appointment of Board Members to Capital Project Committee**
 - Andrew Cornell
 - Jodi VanGorden
34. **Appointment of Board Members to Transportation Committee**
 - Andrew Butler
35. **Appointment of Audit Committee**
 - Chad Groff
 - Jodi VanGorden
36. **Approval of all existing Board of Education policies (language as recommended)**
 - Review and reaffirm the following policies:
 - ii. Code of Conduct
 - iii. Purchasing
 - iv. Investments
 - Adoption of all policies, code of ethics and code of conduct.
 - *Resolution:*
It is hereby resolved that all policies, code of ethics, code of conduct, regulations and procedures in effect in the Jasper – Troupsburg Central School District during the 2020-21 fiscal year shall be carried over into the 2021-22 fiscal year.
37. **Appointment of Insurance Carrier**
 - Utica National Insurance Group
38. **Approve District Memberships:**
 - GST School Boards Association
39. **Appointment of Records Retention Officer**
 - Mrs. Melinda Morgan, District Clerk
40. **Designate Superintendent of Schools to sign all federal forms**

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41. **Designate Superintendent of Schools to apply for Grants in Aid (State and Federal) as appropriate**
42. **Designate Superintendent of Schools to approve budget transfers within limits prescribed by Commissioner's Regulation Section 170.2 and Board guidelines**
43. **Designate Superintendent of Schools to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.**
44. **Appointment of Title IX/Section 504/ADA Compliance Officer**
 - Mrs. LeeAnne H. Jordan
45. **Appointment of AHERA Local Educational Agency (L.E.A.) Designee**
 - Mr. Louis Zver, III
46. **Appointment of the Liaison for Homeless Children and Youth**
 - Ms. LeeAnne Jordan
47. **Appointment of School Pesticide Representative**
 - Mr. Louis Zver, III
48. **Appointment of District Data Privacy and Security Officer**
 - Mrs. LeeAnne Jordan
49. **Approval of Claims Auditor**
 - Ms. Sheila Leach
50. **Approval of Internal Auditor**
 - TST BOCES
51. **Approval of Substitute Teacher Rates**
 - Certified Substitutes – \$100 per day with confirmed certification
 - Extended certified substitute work
 - a. Days 1-5 = \$100
 - b. Days 6-30 = \$103
 - c. Days 31+ = 1/200th of step 1 teacher salary
 - Uncertified Substitutes – \$93.75 per day
52. **Approval of Substitute Support Staff Rates**
 - School Bus Driver Sub – \$13.50 per hour
 - School Bus Monitor Sub – minimum wage rate per hour
 - All other positions – minimum wage rate per hour
53. **The District mileage reimbursement rate will be the Federal IRS Mileage Rate**
54. **Approval for the Superintendent of Schools to Attend the 2021-22 NYSCOSS Conference**

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- 55. Agenda Changes**
- 56. Recognition of Visitors & Public Comments – 15 minute limit**
 - *This is a time for comments or questions from the public*
- 57. Communications**
- 58. Approval of Consent Agenda Items**
 - *In order for the board to conduct business in a timely manner, a consent agenda is used for the approval of items. If there are topics that need to be discussed among the members, a member can ask for an item to be removed from the consent portion and discussed later in the meeting.*

Consent Agenda: Minutes

- 59. Consideration of Minutes**

Consent Agenda: Finance

- 60. Approval of Warrants**
- 61. Approval of Treasurer's Report**
- 62. Review of Budget & Revenue Status Reports**
- 63. Approval of Extra-Curricular Accounts**

Consent Agenda: Personnel

- 64. Appointment of an Internal Claims Auditor for 2021-2022**
 - *Ms. Sheila Leach -retro-actively effective July 1, 2021-June 30, 2022*
- 65. Appointment of a School District Tax Collector for 2021-2022**
 - *Ms. Sheila Leach -retro-actively effective July 1, 2021-June 30, 2022*
- 66. Consideration of Substitute Teachers**
 - *Ms. Jennifer Smith*
 - *Ms. Sydney Dennison*
- 67. Consideration of Support Staff Substitute**
 - *Ms. Jennifer Smith*
 - *Ms. Sydney Dennison*
- 68. Approval of the Memorandum of Understanding for Louis S. Zver, III as Director of Facilities II for 2021-2024 Retroactively effective July 1, 2021**

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- 69. Recommendation for Summer School Nurse Position**
➤ *Ms. Jade Edwards*
➤ *Ms. Emilee Knapp*
➤ *Mrs. Barb Leach*
- 70. Recommendation for Typist Position**
➤ *Mrs. Jill Risley* -effective July 15, 2021
- 71. Approval of the Memorandum of Understanding for Jill Risley, Typist for 2021-2022 effective July 15, 2021**
- 72. Recommendation for Personnel Clerk**
➤ *Mrs. Meghan Wallace* -effective August 2, 2021
- 73. Approval of the Memorandum of Understanding for Meghan Wallace, Personnel Clerk for 2021-2022 effective August 2, 2021**
- 74. Recommendation for Speech Pathologist**
➤ *Ms. Stephanie L. Smith* -probationary appointment effective Sept. 1, 2021
- 75. Recommendation to Approve the Resignation of a Soccer Coach**
➤ *Mr. Bryan Lewis* -Varsity Boys' Soccer Coach effective June 30, 2021
- 76. Recommendation to Approve the Resignation of a Bus Monitor**
➤ *Ms. Terri Rogers* -Bus monitor effective June 30, 2021
- 77. Recommendation to Approve the Appointment of a Varsity Girls' Soccer Coach**
➤ *Mr. Levi Bayus*
- 78. Recommendation to Approve the Appointment of Teacher Mentors for the 2021-2022 School Year**
➤ *Mrs. Kristy Tompkins* -Mentor for Ms. Kelly Clifford
➤ *Mrs. Sharon Passaretti* -Mentor for Ms. Elizabeth Carlineo
➤ *Mr. Erick Potter* -Mentor to Robert LoSordo
➤ *Mr. Erick Potter* -Mentor to Dylan Penner
➤ *Mr. Brian Dennison* -Mentor to Adam Weeks

Consent Agenda: Action Items

- 79. Consideration of Non-Resident Student Requests**
- 80. Approval of GST Area Schools Self-Insured Worker's Compensation Plan Municipal Cooperation Agreement for July 1, 2021 through June 30, 2026**
- 81. Approval of a Contract with the Office of the Sheriff of Steuben County for School Resource Officer (SRO) Services for 2021-22**

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- 82. Approval for the Award of Bus Lease Financing Bids**
➤ *Ontario Investments, Inc.*
- 83. Recommendation to Approve the Placement of a Student Teacher**
➤ *Ms. Katherine Herrick in the Social Studies classroom of Mr. Erick Potter for the academic term beginning Sept. 1, 2021 and ending December 10, 2021*
- 84. Approval to Declare District Owned Items Surplus for Discard**
➤ *Prentice Hall World History Reading & note taking study guide workbook -45 copies*
➤ *Holt Social Studies- US History Beginnings to 1877-interactive reader and study guides- 50 copies*
➤ *Prentice Hall Global History & Geography Regents Review-2010 edition-45 copies*
➤ *Prentice Hall United States History & Government Regents Review-2010 edition- 20 copies*
- 85. Recommendation to Declare Materials Obsolete for Discard**
• *All CKLA materials for Grades K-3*
• *MONCURE set of Sound Box Books*
• *48 Beakers*
• *3 Rock Kits*
• *Esperanza Rising cassette and DVD set and corresponding students readers*
- 86. Recommendation to Declare Materials Obsolete for Discard**
➤ *Listing of titles and materials from the high school and elementary libraries*

Discussion Items

- 87. Administrative Reports**
➤ *Any updates if necessary*
- 88. Review of Old Items or Items to Add**
➤
- 89. Public Follow-up – 5 minutes**
➤ *This is a time when the public can present any follow-up comments based upon the meeting*
- 90. Executive Session for CPSE, CSE, and 504 Recommendations**
- 91. Proposed Executive session, Subject to Board Approval for Personnel and Negotiations to Discuss the Employment History of Specific Personnel for Matters Leading to the Appointment, Employment, Dismissal and/or Removal of Specific Personnel**
- 92. Adjournment**