



Organizational Public Board Meeting  
Tuesday, July 25, 2023 at 6:00 p.m.

**Consent Agenda**

- 1) **Minutes**
- 2) **June 2023 Fiscal Reports & Warrants:**
- 3) **CSE / 504 Placements:**

**Tax Levy and Rates for 2023-2024**

**Budget Transfer**

**Adjust Rate Per Mile for Outside District Busing**

**Sale or Disposal of Obsolete Equipment/Miscellaneous Items**

<u>Quantity</u>	<u>Item</u>
1	Chevy Pickup Truck
2	Yellow Clamshells for Waste Oil Storage

**Substitute Approval**

<u>Name</u>	<u>Substitute Positions</u>
Leslie Baker	Substitute Cleaner

**Retirements/Resignations**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Michael Farman	Resignation as Full-Time Cleaner	July 24, 2023
Charles Roberts	Resignation as Full-Time Bus Driver	July 18, 2023
Phyllis Gascon	Resignation as Aide (Transportation) for the purpose of retirement	September 1, 2023

**Appointments**

<u>Name</u>	<u>Position</u>	<u>Probationary or Tenure Track Appt.</u>	<u>Effective Date</u>
Kyle Khuns	Secondary English Teacher	Tenure Track Appointment	September 1, 2023
Jennifer Cashel	Part-Time Account Clerk	Probationary Appointment	July 24, 2023

**Approve Annual Salary Adjustment for Robert Fountain**

**Administrative Reports and Title 1 Report by Ms. Brianne Durham, School Business Administrator**

**Administrative Reports by Mr. Christopher Clapper, Superintendent**

**Public Participation**

**Executive Session (If needed)**

**Adjournment**



**June 20, 2023**

The Regular Meeting of the Alexandria Central School Board of Education, held in the Auditorium, was called to order at 5:00 p.m. by Board President, Suzanne Hunter.

**Board Members Present:** President- Suzanne Hunter, Vice President-Christine Lingenfelter, Betty Compeau (arrived at 5:15 p.m.), Timothy Davidson, Eric Heath, and James VanCour.

**Board Members Absent:** Heather Lavarney

**Others Present:** Christopher Clapper- Superintendent of Schools, and Brianne Kirchoff- School Business Administrator

The Pledge of Allegiance was recited.

**Consent Agenda**

- 1) **Minutes:**
  - a. Minutes of the May 16, 2023 Regular Meeting
  
- 2) **May 2023 Fiscal Reports & Warrants:**
  - a. Financial Report
  - b. Activity Account Report
  - c. Lunch Fund Report
  - d. Treasurer's Reports
  - e. Warrants
  - f. Internal Auditor Reports
  - g. Fundraiser Request
    - i. Class of 2026 - Morp
  
- 3) **CSE,CPSE & 504 Placements**
  - a. Acceptance of Recommendations from the Committee on Special Education.
  - b. Acceptance of Recommendations from the Committee on Preschool Special Education.
  - c. Acceptance of Recommendations from the 504 Committee.

Consent Agenda

-Minutes

-May 2023  
Fiscal Reports &  
Warrants

-CSE/CPSE/504

Motion by VanCour, seconded by Heath, to approve the above Consent Agenda items as presented.

5 yes 0 no Motion Carried

## Presentations

### 1. SCEP Presentation: Mrs. Kylie Morgia and Mrs. Amy Konz

Motion by Lingenfelter, seconded by Heath, to approve the abSCEP Plan as presented.

5 yes 0 no Motion Carried

Betty Compeau Arrived at 5:15 p.m.

### **Bond Resolution Authorizing the Issuance and Sale of Serial Bonds or Notes in Anticipation of Such Bonds in the Aggregate Principal Amount of \$300,000**

Upon the recommendation of the Superintendent, the following resolution was offered by Davidson, seconded by VanCour to wit:

**WHEREAS**, the Alexandria Central School District (the "District"), as a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, et seq., and implementing regulations, 6 NYCRR Part 617 (the "Regulations") reviewed the impact of the purchase and finance of two (2) student transport vehicles and one (1) passenger vehicle (the "Vehicles") and determined by resolution adopted March 27, 2023 that such action constitutes a "Type II Action" under the Regulations and is not subject to review under SEQRA; and

**WHEREAS**, the qualified voters of the District, at the Annual District meeting duly called and held on May 16, 2023 did vote and adopt a proposition authorizing the purchase and finance of the Vehicles, including necessary furnishings, fixtures and equipment and all other costs incidental thereto, and the expenditure of a total sum not to exceed \$1,010,000, which is estimated to be the total maximum cost thereof, and said amount, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable property of said School District and collected in annual installments as provided by Section 416 of the Education Law; and, in anticipation of such tax, obligations of said School District, in the principal amount not to exceed \$300,000, are authorized to be issued; and

**NOW, THEREFORE BE IT RESOLVED, BY THE BOARD OF EDUCATION OF THE DISTRICT, (by favorable vote of not less than two thirds of all the members of said Board of Education) AS FOLLOWS:**

**Section 1.** The District is hereby authorized to purchase the Vehicles together with such furnishings, equipment, machinery and apparatus as may be required for the purposes for which the Vehicles are to be used and to expend therefor an amount, including preliminary costs and costs incidental thereto and to financing thereof, not to exceed the estimated maximum cost of \$1,010,000, and said amount is hereby appropriated therefor. The estimated total cost of said specific objects or purposes, including preliminary costs and costs incidental thereto and the financing thereof, is \$1,010,000 and the plan of financing includes the application of a grant awarded by the U.S. Environmental Protection Agency in the amount of \$710,000, together with any other aid received by the District and the issuance of serial bonds in the aggregate principal amount not to exceed \$300,000 to finance said appropriation and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said bonds and the interest thereon as the same shall become due and payable, subject to applicable amounts of state assistance available or to any revenues available for such purpose from any other source.

**Section 2.** Bonds and bond anticipation notes (including the renewal of any bond anticipation notes) of the District are hereby authorized to be issued pursuant to the provisions of the Local Finance Law of the State of New York (the "Local Finance Law"), in a principal amount not to exceed \$300,000 to finance said appropriation for the Vehicles.

**Section 3.** The following additional matters are hereby determined and declared with regard to the purchase and financing of the Vehicles:

- (a) Under §11.00 of the Local Finance Law, the period of probable usefulness of the Vehicles is five (5) years;
- (b) Current funds are not required by the Local Finance Law to be provided prior to the issuance of the bonds and any notes issued in anticipation thereof authorized by this resolution;
- (c) The proposed maturity of the bonds authorized by this resolution will not exceed five (5) years.

**Section 4.** The temporary use of available funds of the District, not immediately required for the purpose or purposes for which the same were raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes described in Section 1 of this resolution. The reasonably expected source of funds to be used to initially pay for the expenditures authorized by Section 1 of this resolution shall be from the District's General Fund. It is intended that the District shall then reimburse expenditures from the General Fund with the proceeds of the bonds and bond anticipation notes authorized by this resolution and that the interest payable on the bonds and any bond anticipation notes issued in anticipation of such bonds shall be excludable from gross income for federal income tax purposes. This resolution is intended to constitute the declaration of the District's "official intent" within the meaning of Treasury Regulation Section 1.150-2 to reimburse the expenditures authorized by this resolution with the proceeds of the bonds and bond anticipation notes authorized herein. Other than as specified in this resolution, no monies are reasonably expected to be, received, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the objects or purposes described herein.

**Section 5.** Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation thereof shall contain the recital of validity as prescribed by Section 52.00 of the Local Finance Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District without limitation of rate or amount. The full faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds and provision shall be made annually in the budget of the District of appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year. The bonds may be issued such that annual installments of principal and interest are substantially level, as provided by law.

(Cont.)

## Presentations

Bond Resolution  
Authorizing the Issuance  
and Sale of Serial Bonds  
or Notes in Anticipation of  
Such Bonds in the  
Aggregate Principal  
Amount of \$300,000

## Bond Resolution Authorizing the Issuance and Sale of Serial Bonds or Notes in Anticipation of Such Bonds in the Aggregate Principal Amount of \$300,000 (Cont.)

**Section 6.** The validity of the bonds authorized by this resolution and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty days after the date of such publication, or
- (c) such obligations are authorized in violation of the provisions of the constitution.

**Section 7.** The power to issue and sell the bonds and any notes issued in anticipation thereof (including any renewal notes), including all powers or duties pertaining or incidental thereto, is hereby delegated to the President of the Board of Education, as Chief Fiscal Officer, except as herein provided. The obligations shall be of such terms, form and contents as may be determined by the Chief Fiscal Officer, pursuant to the Local Finance Law. The Chief Fiscal Officer is authorized to execute and deliver any documents and to take such other action as may be necessary and proper to carry out the intent and provisions hereof.

**Section 8.** Trespasz & Marquardt, LLP is appointed bond counsel to the District.

**Section 9.** This resolution shall take effect immediately. The District Clerk is hereby authorized and directed to publish a summary of the foregoing resolution, together with a Notice in substantially the form prescribed by Section 81.00 of the Local Finance Law in the newspapers having general circulation in the District and designated the official newspapers of District for such publication.

The adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Suzanne Hunter	Yes
Christine Lingenfelter	Yes
Betty Compeau	Yes
Timothy Davidson	Yes
Eric Heath	Yes
Heather Lavarney	Absent
James VanCour	Yes

6 yes 0 no Motion Carried

### Multi-Year Approval for Telecommunications Broadband Service

Upon the recommendation of the Superintendent, the following resolution was offered by VanCour, seconded by Davidson to wit:

WHEREAS, the Board of Education of the Alexandria Central School District desires to enter into a 5 year contract with the Madison-Oneida BOCES in order for the Mohawk Regional Information Center to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being Broadband Telecommunications as defined on the attached sheet(s).

NOW, THEREFORE, it is

RESOLVED, that the Board of Education of the Alexandria Central School District agrees to enter into a contract with the Madison-Oneida BOCES through the provision of said services to the District not to exceed \$401.00 monthly (High School), plus any one time vendor installation costs, subject to the approval of the Commissioner of Education, for a period of 5 years, beginning on or about July 1, 2023, and ending on or about June 30, 2028.

Suzanne Hunter	Yes
Christine Lingenfelter	Yes
Betty Compeau	Yes
Timothy Davidson	Yes
Eric Heath	Yes
Heather Lavarney	Yes
James VanCour	Yes

5 yes 0 no Motion Carried

Bond Resolution  
Authorizing the Issuance  
and Sale of Serial Bonds  
or Notes in Anticipation of  
Such Bonds in the  
Aggregate Principal  
Amount of \$300,000  
(Cont.)

Multi-Year Approval for  
Telecommunications  
Broadband Service

**Approve Accounts and Advisors – 2023/2024 School Year**

Motion by VanCour, seconded by Compeau, on the recommendation of the Superintendent, to approve the following accounts and advisors for the 2023-2024 school year:

<b>Account</b>	<b>Advisor</b>	<b>Account</b>	<b>Advisor</b>
Art Club	Michelle Mourino	Musical	Katie Taylor
Band	TBD	National Honor Society	Hayley Ascough
Bus Duty	Brian Hudon	Odyssey of the Mind	Teri Lowe
Class of 2029	Lucy Gionet	Ski Club	Patrick Copeland
Class of 2028	Lucy Gionet	Student Council	Michelle Mourino
Class of 2027	Michelle Mourino	Select Choir	Katie Taylor
Class of 2026	Michelle Mourino & Greg Roslonowski	Whiz Quiz	Ron Hazelton
Class of 2025	Ron Hazelton	GSA	Katie Taylor, Michelle Mourino
Class of 2024	Ron Hazelton	Yearbook	Lily Gionet
FFA	Matt Greene	Co-Athletic Coordinator	Miles Kearns
French Club	Hayley Ascough	Co-Athletic Coordinator	Ron Hazelton
NJHS	Hayley Ascough		

6 yes 0 no Motion Carried

**Coaching Appointments**

Motion by VanCour, seconded by Lingenfelter, on the recommendation of the Superintendent, to approve the following coaching appointments for the 23-24 school year:

<b>Sport:</b>	<b>Coach:</b>
Varsity Girls Soccer	Kelli Davidson
Varsity Girls Soccer Assistant	Barb Edgar
JV Girls Soccer	Madison Cullen
Modified Girls Soccer	Patrick Copeland
Varsity Boys Soccer	Mark Kaleel
Modified Boys Soccer	Brian Hudon

5 yes 0 no 1 abstained (Davidson) Motion Carried

**Tenure Approval**

Motion by Heath, seconded by Compeau, on the recommendation of the Superintendent, to approve the following tenure appointment, with tenure effective as listed Below:

<b>Name:</b>	<b>Hire/Effective Date</b>	<b>Tenure Area</b>	<b>Tenure Period to Begin</b>
Denise Haddock	9/1/2020 (Received tenure previously in NYS)	Elementary Education Teacher	9/1/2023

6 yes 0 no Motion Carried

Approve Accounts and Advisors – 2023/2024 School Year

Coaching Appointments

Tenure Approval

-Denise Haddock

## Annual Appointments and Stipends

Motion by Compeau, seconded by Davidson, on the recommendation of the Superintendent, to approve the following appointments for the 2023 - 2024 school year:

<u>Employee</u>	<u>Title</u>	<u>Stipend</u>
Brianne Kirchoff	Grant Writing	\$1,600
+An additional \$1000 for every \$10,000 in new grant money awarded beyond \$20,000 collectively		
Kylie Morgia	Ghost Academy Mgt	\$4,500
Stacie Lambert	Ghost Academy Asst	\$1,500
Matt Greene	Summer Agriculture	\$10,128
Renee Gill	District Clerk	\$3,097
Renee Gill	Grant Writing	\$1,600
+An additional \$1000 for every \$10,000 in new grant money awarded beyond \$20,000 collectively		
Darin Trickey	Night Supervisor	\$6,439
Rob Wagoner	Data Protection Officer	\$2,890
Delmar Lambert	Hammond Transportation	\$10,945

6 yes 0 no Motion Carried

## Standard Workday Resolution

Motion by VanCour, seconded by Davidson, on the recommendation of the Superintendent, to approve the following number of hours to be worked by non-instructional employee department heads, for civil service and New York State Employees' Retirement System purposes:

<u># Months</u>	<u>Title</u>	<u># Days</u>	<u># Hours/Day</u>
12	Head Custodian	260	8
12	Senior Custodian	260	8
12	Transportation Supervisor	260	8
12	Secretary to Superintendent	260	8
12	Cook Manager	260	8
12	Network Administrator	260	8
12	Treasurer	260	8
12	Account Clerk	260	8
12	Senior Account Clerk	260	8
PT	Tax Collector	60	8
10	Bus Driver	180	6
12	Cleaner	260	8
12	Cook	260	8
12	Custodian	260	8
12	Auto Service Person	260	8
10	Food Service Helper	180	7
12	Head Auto Mechanic	260	8
10	Monitor	180	7.25
10	RN/Nurse	185	8
10	Teacher Aide	180	7.25
10	Teacher Aide (Transportation)	180	6
11	Typist	235	8
12	Typist	260	8
12	Claims Auditor	180	8
12	District Clerk	260	8

6 yes 0 no Motion Carried

Annual Appointments and Stipends

Standard Workday Resolution

## Resignations / Retirements

Motion by Lingenfelter, seconded by Heath, on the recommendation of the Superintendent, to accept the following resignations:

Name	Position	Effective Date
Jerry Ainsworth	Resignation as School Resource Officer	June 30, 2023
Alice Pryor	Resignation as Instrumental Music Teacher	June 30, 2023

6 yes 0 no Motion Carried

## Appointments/Approvals

Motion by Comeau, seconded by Davidson, to approve the following appointments:

Name	Position	Annual Salary/Rate of Pay	Probationary or Tenure Track Appt.
Alethea McIlrath	Teachers Assistant	\$21,700 annually for 23-24 school year	Tenure Track Appointment
Christina Robinson	Teachers Assistant	\$21,700 annually for 23-24 school year	Tenure Track Appointment
Julia Kaval	Elementary Education Teacher	\$47,500 annually for 23-24 School Year	Tenure Track Appointment
Lyndsey Kloster	School Resource Officer	\$35,000 annually for 23-24 School Year	Probationary Appointment
Crystal Diange	Co-Cook Manager	\$49,625 annually for 23-24 School Year	Probationary Appointment
Ashley Watkins	Co-Cook Manager	\$40,235 annually for 23-24 School Year	Probationary Appointment
Louise Aitcheson	Treasurer	\$45,000 annually for 23-24 School Year + Hammond Business Office Stipend in the Amount of 17% of the annual base salary, contingent upon and for the duration of the agreement with Hammond Central School.	Probationary Appointment

6 yes 0 no Motion Carried

Motion by VanCour, seconded by Lingenfelter, on the recommendation of the Superintendent, to appoint Taydan Jeffers as a Special Education Teacher for the 23-24 school year, effective September 1, 2023 through June 30, 2024. This is a one-year term, non-tenure appointment with a starting salary of \$47,500.

6 yes 0 no Motion Carried

Motion by VanCour, seconded by Heath, on the recommendation of the Superintendent, to approve the change of appointment for Kimberly Ingerson, Response to Intervention Teacher, from a 10-month position to a 12-month position, and to adjust the salary to \$71,731 in accordance with the ACFA contract, effective July 1, 2023.

6 yes 0 no Motion Carried

## Resignations/ Retirements

- Jerry Ainsworth
- Alice Pryor

## Appointments/Approvals

- Alethea McIlrath
- Christina Robinson
- Julia Kaval
- Lyndsey Kloster
- Crystal Diange
- Ashley Watkins
- Louise Aitcheson

- Taydan Jeffers - 1 Year Term Appointment
- Kimberly Ingerson - Change from 10 Month to 12 Month Position



### Appointments/Approvals (Cont.)

Motion by Compeau, seconded by Heath, on the recommendation of the Superintendent, to approve the change of appointment for Kathryn Durand, School Counselor, from an 11-month position to a 12-month position, and to increase the salary to \$65,753 in accordance with the ACFA contract, effective July 1, 2023.

6 yes 0 no Motion Carried

### Substitute Approvals

Motion by Davidson, seconded by Heath, on the recommendation of the Superintendent, to approve the following substitutes for the 2023-2024 school year:

Name	Substitute Positions	Certified	Fingerprinted	New or Returning
Dawn VanCour	Substitute Teacher // Substitute Teachers Assistant	Yes	Yes	New
Jerry Ainsworth	Substitute School Resource Officer	N/A	Yes	New
Garrett Ashley	Substitute Cleaner	N/A	Pending	New
Lyndsey Kloster	Substitute School Resource Officer (retroactively for 22/23 School Year)	N/A	Yes	New

5 yes 0 no 1 Abstained (VanCour) Motion Carried

Motion by Davidson, seconded by Compeau, on the recommendation of the Superintendent, to set the daily rate of pay for substitute School Resource Officers at \$200 per day.

6 yes 0 no Motion Carried

### Approve SEIU Contract Modification

Motion by Lingenfelter, seconded by Compeau, on the recommendation of the Superintendent, the Board of Education approves the modification as agreed to by the Parties in Article 22, Section 7 of the 2022-2026 collective bargaining agreement between the SEIU and the District to state as follows: "Any unit member, when not performing regular job duties but on district business, may be paid up to \$25 per meal or a maximum of the published NYS per diem rate. Regular job duties may be defined at the discretion of the Superintendent or their designee.

6 yes 0 no Motion Carried

### Approve Non-Contractual Handbook

Motion by VanCour, seconded by Compeau, on the recommendation of the Superintendent, the Board of Education hereby approves the revised non-contractual handbook as attached.

6 yes 0 no Motion Carried

### Administrative Reports

#### 1. Ms. Brianne Kirchoff, Business Administrator

Ms. Kirchoff updated the BOE on what the Business Office has been working on at the end of the school year.

#### 2. Mr. Christopher Clapper, Superintendent

Mr. Clapper informed the Board of the logo vote taking place, the Cafeteria Audit, Online and SUPA course participation, and electric bus infrastructure plans. He also opened the 30 day comment period for the school safety plan, which is available on the website.

### Appointments/Approvals (Cont.)

- Kathryn Durand - Change from 10 Month to 12 Month Position

### Substitute Approvals

### Sset Sub SRO Rate of Pay

### Approve SEIU Contract Modification

### Approve Non-Contractual Handbook

### Administrative Reports

**Public Session**

There was a session of public participation

**Adjournment**

Motion by VanCour, seconded by Compeau, to adjourn. Meeting adjourned at 5:59 p.m.

6 yes 0 no Motion Carried

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**Renee Gill, District Clerk**

Public Session

Adjournment



**July 11, 2023**

The organizational meeting of the Alexandria Central School Board of Education, held in the Auditorium, was called to order at 6:00 p.m. by District Clerk, Renee Gill.

Board Members Present: Emily Chase, Timothy Davidson, Eric Heath, Suzanne Hunter, Heather Lavarney, Christine Lingenfelter, and Christopher Symenow

Others Present: Christopher Clapper, Superintendent, and Brianne Kirchoff, Business Administrator (Virtual)

The Pledge of Allegiance was recited.

**The Board of Education members welcomed new and re-elected board members Emily Chase, Christine Lingenfelter, and Christopher Symenow. Their oaths of office were administered.**

**Christine Lingenfelter nominated Suzanne Hunter as President of the Board of Education, effective July 1, 2023 to June 30, 2024. The motion was offered by Lingenfelter, and seconded by Lavarney.**

There were no other Presidential nominations, so the motion was carried to elect Suzanne Hunter as President, with a vote of 7 yes and 0 no.

Suzanne Hunter took her oath of office as President of the School Board for the 2023-2024 school year.

**Christine Lingenfelter nominated Timothy Davidson as Vice-President of the Board of Education, effective July 1, 2023 to June 30, 2024. The motion was offered by Lingenfelter, and seconded by Heath.**

There were no other Vice-Presidential nominations, so the motion was carried to elect Timothy Davidson as Vice-President, with a vote of 7 yes and 0 no.

Timothy Davidson took his oath of office as Vice-President of the School Board for the 2023-2024 school year.

**Board President, Suzanne Hunter presided for the remainder of the meeting**

Welcome new Board Members & Oaths of Office

Nomination of President

Election and Oath of Office to President

Nomination of Vice-President

Election and Oath of Office to Vice-President

## Annual Appointments

Motion by Heath, seconded by Lavarnway, to approve the annual appointments listed below for the 2023-2024 school year.

## Annual Appointments

TITLE	INCUMBENT	PRESENT SALARY	RECOMMENDED
Director of School Health Services.	River Hospital	Per agreement	River Hospital
School Attorney.....	D'Imperio Law, PLLC	Per agreement	D'Imperio Law, PLLC
Bond Attorney.....	Trespasz & Marquardt, LLP	Per agreement	Trespasz & Marquardt, LLP
Special Counsel..... (As needed)	Jeff-Lewis BOCES Office of Inter-Municipal Legal Services	Per agreement	Jeff-Lewis BOCES Office of Inter-Municipal Legal Services
Extra-Classroom Activity Fund Central Treasurer.....	Brianne Durham	Not applicable	Brianne Durham
External (Independent) Auditor.....	Stackel & Navarra CPAs, P.C.	Per agreement	Stackel & Navarra CPAs, P.C.
Fiscal Advisor.....	Fiscal Advisors & Marketing, Inc.	Per agreement	Fiscal Advisors & Marketing, Inc.
Insurance Advisor.....	Haylor, Freyer & Coon	Per agreement	Haylor, Freyer & Coon
Chairman District Meetings & Elections BOE Meetings.....	Suzanne Hunter President, BOE	Not applicable	Suzanne Hunter President, BOE
Records Access, Retention & Disposition Officer.....	Brianne Durham	Not applicable	Brianne Durham
Title I Coordinator.....	Brianne Durham	Not applicable	Brianne Durham
Title II Section 504/ADA Compliance Officer.....	Pamela Monica	Not applicable	Pamela Monica
Title IX Officer.....	Brianne Durham	Not applicable	Brianne Durham
Civil Rights Compliance Officer.....	Kevin Durr	Not applicable	Kevin Durr
Attendance Officer.....	Kylie Morgia & Robert Fountain III	Not applicable	Kylie Morgia & Robert Fountain III
McKinney-Vento Homeless Liaison Officer.....	Kevin Durr	Not applicable	Kevin Durr
DASA Coordinator.....	Michelle Mourino & Kathryn Durand	Not applicable	Michelle Mourino & Kathryn Durand
District Sexual Harassment Officers.....	Brianne Durham & Christopher Clapper	Not applicable	Brianne Durham & Christopher Clapper
Asbestos (AHERA) Local Educational Agency Designee.....	Jeff-Lewis BOCES, Health & Safety Officer	Not applicable	Jeff-Lewis BOCES, Health & Safety Officer
Chemical Hygiene Officer.....	Darin Trickey	Not applicable	Darin Trickey
Chief Emergency Officer	Christopher Clapper	Not applicable	Christopher Clapper
Safety Officer.....	Patricia Hunneyman	Not applicable	Patricia Hunneyman
Data Protection Coordinator.....	Robert Wagoner III	Per agreement	Robert Wagoner III
Notary Publics.....	Renee Gill	Not applicable	Renee Gill

7 yes 0 no Motion Carried

**Authorizations**

Motion by Symenow, seconded by Lingenfelter, to approve the authorizations listed below for the 2023-2024 school year.

Authorizations

TITLE	RECOMMENDED
Payroll Certification..... Attendance at Conferences, Conventions, Workshops, etc..... Director of Physical Education..... District Property Control Officer..... Budget Transfers up to \$20,000 (BOE authorizes transfers more than \$20,000)..... Purchasing Agent..... Chief Information Officer..... Apply for Grants in Aid (State and Federal) as appropriate..... Close the Junior High during Regents Week..... Participate in Coop-Purchasing Groups..... Apply for Public Law 874 funds and all other federal funds for the current school year..... Set the line of authority in the absence of the Superintendent..... Authorization to pre-approve resignations and appointments..... Authorize Staff working outside of contractual hours..... Authorize the selling back of unused vacation days by any district employee.....	Christopher Clapper
Petty Cash Funds <ul style="list-style-type: none"> <li>• Main Office .....</li> <li>• District Office.....</li> <li>• Business Office.....</li> </ul>	\$250 \$750 \$750
Committee on Special Education - Alexandria Central School District CSE Committee (2023-2024): <ul style="list-style-type: none"> <li>• Committee on Special Education Alternative Chairperson.....</li> <li>• Student</li> <li>• Student's Parent/Guardian(s)</li> <li>• General Education Teachers employed by ACS/School in which child attends</li> <li>• General Education Teachers employed by ACS/BOCES/School in which child attends</li> <li>• School Psychologist.....</li> <li>• ACS Representative/ Chairperson.....</li> <li>• School Physician, if appropriate.....</li> <li>• Parent Member(s).....</li> <li>• Related Service Personnel (those servicing the student if not employed by ACS): Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/ Audiologist/ Counselors/Student</li> </ul>	P. Monica, K. Morgia, or K Durand  P. Monica or A. Miller Monica/Morgia/Durand River Hospital TBD if required
Committee on Preschool Special Education-Alexandria Central School CPSE Committee (2023-2024): <ul style="list-style-type: none"> <li>• Student's Parent/Guardian(s)</li> <li>• General Education Teacher of the child</li> <li>• Special Education Teacher of the child</li> <li>• ACS Representative/ Chairperson.....</li> <li>• School Physician, if appropriate.....</li> <li>• Parent Member(s).....</li> <li>• Related Service Personnel (those servicing the student if not employed by ACS): Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/ Audiologist/ Counselors/Social Worker</li> <li>• Municipality Representative (County)</li> <li>• Agency Representative</li> </ul>	P. Monica, K. Morgia, or K Durand  River Hospital TBD if required
Alexandria Central School District Committee on Special Education Sub-Committee (2023-2024): <ul style="list-style-type: none"> <li>• Student's Parent/Guardian(s)</li> <li>• General Education Teachers employed by ACS/School in which child attends</li> <li>• Special Education Teachers employed by ACS/BOCES/School in which child attends</li> <li>• School Psychologist.....</li> <li>• ACS Representative/ Chairperson.....</li> <li>• Related Service Personnel (those servicing the student if not employed by ACS): Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/ Audiologist/ Counselors/Student</li> </ul>	P. Monica or A. Miller P. Monica, K. Morgia or K Durand

7 yes 0 no Motion Carried

Appointment of Officers

**Appointment of Officers**

Motion by Heath, seconded by Symenow, to appoint the officers listed below for the 2023-2024 school year.

TITLE	INCUMBENT	SALARY	RECOMMENDED
District Treasurer.....	Connie Dack	Per agreement	Louise Aitcheson
District Clerk.....	Renee Gill	Per agreement	Renee Gill
Claims Auditor.....	Lisa Tillman	\$25/Hour	Lisa Tillman
Tax Collector.....	Lisa Tillman	\$25/Hour	Lisa Tillman

7 yes 0 no Motion Carried

Designations

Bonding of Personnel

Other Approval Items

**Designations**

Motion by Lavarney, seconded by Davidson, to approve the designations listed below for the 2023-2024 school year.

Official bank signatories for school accounts.....	Christopher Clapper Brienne Kirchoff Louise Aitcheson NYCLASS & Community Bank
Official bank depositories for school accounts.....	
Official newspapers for legal notices.....	Watertown Daily Times & Thousand Island Sun
Regular meeting dates (4th Tuesday of each month unless otherwise noted)..... Regular meeting times (unless otherwise noted)..... Regular meeting location unless otherwise noted.....	Per approved schedule 6:00 p.m. ACS Auditorium
Educational Official designated to receive court notification regarding a student's sentence /adjudication in certain criminal cases and juvenile delinquency proceedings.....	Kylie Morgia
School Pesticide Representative.....	Darin Trickey
Reviewing and Verification Official for participation in the Federal Child Nutrition Program.....	Cook Managers & Brienne Durham
Hearing Official for participation in the Federal Child Nutrition Program.....	Christopher Clapper

7 yes 0 no Motion Carried

**Bonding of Personnel**

Motion by Heath, seconded by Symenow, to approve the bonding of the personnel listed below for the 2023-2024 school year.

Treasurer.....	\$1,000,000
Tax Collector.....	\$1,000,000
Central Treasurer Extraclassroom.....	\$1,000,000
Claims Auditor.....	\$1,000,000
District Clerk.....	\$1,000,000

7 yes 0 no Motion Carried

**Other Approval Items**

Motion by Lingenfelter, seconded by Lavarney, to approve the items listed below for the 2023-2024 school year.

TITLE
Re-adoption of all policies, district plans, student handbooks, employee handbooks, operational manuals, non-contractual handbook, and code of ethics in place during the previous year.....
Establish mileage reimbursement at the Internal Revenue Service approved rate; and establish mileage reimbursement at the Internal Revenue Service approved rate for game officials.....
Approve the Jefferson County Board of Elections to determine qualified voters to serve on the school district's Board of Voter Registration, and as Inspectors of Election for the 2023-2024 school year.....
Annual review of vendors for disclosure of conflict of interest.....
Re-approve all reserve fund accounts.....

7 yes 0 no Motion Carried

## Appoint Deputy Purchasing Agents

Motion by Symenow, seconded by Heath.

Be it resolved as follows, WHEREAS, the Board wishes to provide for a process to ensure timely approval and execution of documents in the event of the absence of the Superintendent of Schools;

1. The District Clerk, Renee Gill, is hereby appointed as Deputy Purchasing Agent, with authority to act in the absence of the Purchasing Agent from the District for a period expected to be 3 days or longer.
2. The School Business Administrator, Brianne Durham, and the District Clerk, Renee Gill, acting jointly, are hereby authorized to give such approvals and execute such documents for a current Capital Project and other necessary purposes as they deem necessary and appropriate in the absence of the Superintendent of Schools from the District for a period expected to be 3 days or longer.
3. This resolution shall take effect immediately and the authority granted hereby shall expire on July 15, 2024.

7 yes 0 no Motion Carried

## Board Committees – 2023/2024 School Year

Motion by Heath, seconded by Chase, to approve the following Board Committees, their charters, and to appoint those listed as chairpersons and committee members for the 2023-2024 school year:

-**Safety**: Christopher Symenow, Suzanne Hunter

-**Bldgs. & Grounds**: Eric Heath (Chair), Timothy Davidson, Suzanne Hunter

-**Audit/Budget**: Heather Lavarney (Chair) Emily Chase, Christopher Symenow

-**Transportation**: Christine Lingenfelter (Chair) Timothy Davidson, Eric Heath

-**Policy**: Emily Chase (Chair), Christopher Symenow, Heather Lavarney

-**Personnel/Negotiation**: Heather Lavarney (Chair), Emily Chase, Christine Lingenfelter

-**Athletics**: Timothy Davidson (Chair), Eric Heath, Christine Lingenfelter

-**Educational Planning**: Suzanne Hunter

-**Ad Hoc Onboarding & New Gym Dedication**: Christine Lingenfelter, Heather Lavarney, Suzanne Hunter, Christopher Clapper

7 yes 0 no Motion Carried

## Delegates – Executive Committee of the Jefferson-Lewis School Boards Association

Motion by Davidson, seconded by Symenow, to appoint Eric Heath to serve as delegate, and Heather Lavarney to serve as alternate on the Executive Committee of the Jefferson-Lewis School Boards Association, and forward dues to the association for the 2023-2024 school year.

7 yes 0 no Motion Carried

## St. Lawrence/Lewis BOCES Cooperative Purchasing

Motion by Chase, seconded by Lingenfelter, on the recommendation of the Superintendent, to approve participating in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the “Cooperative Purchasing Agreement” for the **2023/2024** school year.

7 yes 0 no Motion Carried

Appoint Deputy Purchasing Agents

Board Committees – 2023/2024 School Year

Delegates – Executive Committee of the Jefferson-Lewis School Boards Association

St. Lawrence/Lewis BOCES Cooperative Purchasing

## Appointments

Motion by Davidson, seconded by Symenow, on the recommendation of the Superintendent, to approve the following appointments:

<u>Name</u>	<u>Position</u>	<u>Annual Salary/Rate of Pay</u>	<u>Probationary or Tenure Track Appt.</u>	<u>Effective Date</u>
Roberto Elizondo	Secondary Math Teacher	\$65,000 annually for 23-24 school year	Tenure Track Appointment	July 25, 2023
Shoshanna Cohen	Instrumental Music Teacher	\$47,500 annually for 23-24 school year	Tenure Track Appointment	September 1, 2023
Lisa Tillman	Annual Receiving & Tagging Assets	\$25 per hour	1 Year Annual Reappointment	July 1, 2023

7 yes 0 no Motion Carried

## Administrative Reports by Mr. Christopher Clapper, Superintendent

### 1. Climate Survey Review

## Executive Session

Motion by Davidson, seconded by Heath, to go into executive session to discuss the employment history of a particular person.

7 yes 0 no Motion Carried

Time: 6:58 p.m.

Motion by Heath, seconded by Chase, to come out of executive session and reconvene into regular meeting.

Time: 8:26 p.m.

7 yes 0 no Motion Carried

## Adjournment

Motion by Chase, seconded by Davidson, to adjourn. Meeting adjourned at 8:27 p.m.

7 yes 0 no Motion Carried

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District Clerk

## Appointments

Administrative Reports by  
Mr. Christopher Clapper,  
Superintendent

Adjournment



ALEXANDRIA CENTRAL SCHOOL DISTRICT  
STUDENT ACTIVITIES ACCOUNT  
MONTHLY REPORT OF RECEIPTS AND DISBURSEMENTS  
June 2023

ALEXANDRIA CENTRAL SCHOOL DISTRICT  
STUDENT ACTIVITIES ACCOUNT  
MONTHLY REPORT OF SALES TAX RECEIPTS AND DISBURSEMENTS  
June 2023

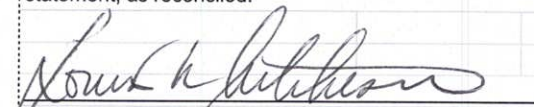
Account Name	Balance 06/01/23	Receipts	Transfers	Interest Income	Disbursements	Balance 06/30/23	Account Name	Balance 06/01/23	Receipts	Disbursements	Balance 06/30/23
Class of 2022	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Class of 2022	\$ -	\$ -	\$ -	\$ -
Class of 2023	\$ 3,624.21	\$ 594.28	\$ (401.20)	\$ 1.44	\$ 3,317.29	\$ 501.44	Class of 2023	\$ 739.12	\$ -	\$ -	\$ 739.12
Class of 2024	\$ 6,536.15	\$ 1,233.69	\$ -	\$ 22.49	\$ -	\$ 7,792.33	Class of 2024	\$ 202.04	\$ 107.28	\$ -	\$ 309.32
Class of 2025	\$ 7,561.28	\$ 4,670.15	\$ -	\$ 27.81	\$ 2,623.00	\$ 9,656.24	Class of 2025	\$ -	\$ 374.16	\$ -	\$ 374.16
Class of 2026	\$ 3,255.08	\$ 824.73	\$ -	\$ 9.81	\$ 690.24	\$ 3,399.38	Class of 2026	\$ 131.92	\$ -	\$ -	\$ 131.92
Band	\$ 11,220.73	\$ -	\$ -	\$ 32.48	\$ -	\$ 11,253.21	Band	\$ -	\$ -	\$ -	\$ -
FFA	\$ 1,532.20	\$ 2,803.10	\$ -	\$ 10.84	\$ 590.43	\$ 3,755.71	FFA	\$ -	\$ -	\$ -	\$ -
French Club	\$ 243.74	\$ -	\$ -	\$ 0.71	\$ -	\$ 244.45	French Club	\$ -	\$ -	\$ -	\$ -
GSA	\$ 402.96	\$ -	\$ -	\$ 1.02	\$ 50.00	\$ 353.98	GSA	\$ -	\$ -	\$ -	\$ -
Musical	\$ 12,673.48	\$ -	\$ -	\$ 35.49	\$ 413.45	\$ 12,295.52	Musical	\$ 109.94	\$ -	\$ -	\$ 109.94
Odyssey of the Mind	\$ 1,425.68	\$ -	\$ -	\$ 4.13	\$ -	\$ 1,429.81	Odyssey of the Mind	\$ -	\$ -	\$ -	\$ -
Senior Honor Society	\$ 238.81	\$ -	\$ -	\$ 0.69	\$ -	\$ 239.50	Senior Honor Society	\$ -	\$ -	\$ -	\$ -
Student Council	\$ 1,561.00	\$ -	\$ -	\$ 4.52	\$ -	\$ 1,565.52	Student Council	\$ 32.80	\$ -	\$ -	\$ 32.80
Vocal Music	\$ 3,847.32	\$ -	\$ -	\$ 9.96	\$ 407.00	\$ 3,450.28	Vocal Music	\$ 52.48	\$ -	\$ -	\$ 52.48
Yearbook	\$ 9,981.34	\$ 847.58	\$ 151.20	\$ 22.12	\$ 3,339.04	\$ 7,663.20	Yearbook	\$ 2.80	\$ 21.60	\$ -	\$ 24.40
School Store	\$ 574.72	\$ 57.04	\$ 250.00	\$ 2.55	\$ -	\$ 884.31	School Store	\$ 37.86	\$ 4.96	\$ -	\$ 42.82
TOTALS	\$ 64,678.70	\$ 11,030.57	\$ -	\$ 186.06	\$ 11,430.45	\$ 64,464.88	TOTALS	\$ 1,308.96	\$ 508.00	\$ -	\$ 1,816.96
Checking	\$ 19,774.88	\$ 11,530.11	\$ -	\$ -	\$ 11,421.99	\$ 19,883.00					
Savings - NYCLASS	\$ 46,212.78	\$ -	\$ -	\$ 186.06	\$ -	\$ 46,398.84					
	\$ 65,987.66	\$ 11,530.11	\$ -	\$ 186.06	\$ 11,421.99	\$ 66,281.84					
Central Treasurer	<i>Patricia Butler</i>										
Date	<i>7/6/23</i>										

TREASURER'S REPORT June 30, 2023

Collateralization

Acct Description	Account Ending	Balance	Acct Description	Account Ending	Balance
<b>Community</b>			<b>NYCLASS</b>		
General Checking	1101	\$ 191,468.47	Tax Account	0001	\$ 1,734,492.41
S. Lunch Checking	1119	\$ 19,755.77	Debt Service	0002	\$ 100,685.66
Federal Checking	1143	\$ 602.00	Rsv for Retire	0003	\$ 378,467.76
Capital Checking	1150	\$2,162,534.00	Rsv for Unemp	0004	\$ 64,257.33
Payroll Checking	1135	\$ 9,055.57	School Lunch	0005	\$ 1,081.64
T&A Checking	1127	\$ -	Capital Reserve	0006	\$ -
Tax Account	0581	\$ -	Scholarship	0007	\$ 81.73
Grub Hub	2230	\$ 9,979.48	Extraclassroom	0008	\$ 46,398.84
Student Activities	8122	\$ 20,847.27	TRS Reserve	0009	\$ 83,834.82
			EBLR Reserve	0010	\$ 25,906.00
	Checking Account Total	\$2,414,242.56	Capital Savings	0011	\$ 1,403,219.18
	FDIC Insurance	\$ 250,000.00	Nicholas Bellman	0012	\$ 10,134.69
	Not Covered by FDIC Insurance	\$2,164,242.56			
<b>Community Bank</b>					
General Savings	0553	\$ 3,114.93			
	Savings Total	\$ 3,114.93		Savings Total	\$ 3,848,560.06
	FDIC Insurance	\$ 3,114.93		FDIC Insurance	\$ 250,000.00
	Not Covered by FDIC Ins.	\$ -		Not Covered by FDIC Insurance	\$ 3,598,560.06
	Total Not Covered by FDIC Insurance	\$2,164,242.56		Total Not Covered by FDIC Insurance	\$ 3,598,560.06
	Community Pledged Securities	\$2,210,908.75		Collateral	\$ 8,463,692,945.25
	(Under)/Over Collateralized	\$ 46,666.19		(Under)/Over Collateralized	\$ 8,460,094,385.19
	% Collateralized	102.16%		% Collateralized	235196.66%

This is to certify that the cash balance in agreement with the bank statement, as reconciled:

  
Treasurer of School District

Received by the Board of Education and entered as part of the minutes of the board meeting held.

\_\_\_\_\_  
Clerk of Board of Education

## TREASURER'S REPORT June 30, 2023

	<b>General</b>	<b>School Lunch</b>	<b>Federal</b>	<b>Capital</b>	<b>Payroll</b>	<b>Trust &amp; Agency</b>
	A200	C200	F200	H200	A710	CM200
<i>Per Accounting Records:</i>						
Balance June 1, 2023	\$ 1,227,170.23	\$ 17,263.13	\$ -	\$ (0.00)	\$ -	\$ -
Add: Receipts	\$ 2,723,760.90	\$ 25,754.60	\$ 602.00	\$ 6,030,697.31	\$ 855,999.71	\$ 500.00
Less: Disbursements	\$ (3,907,048.77)	\$ (23,605.96)	\$ (602.00)	\$ (3,960,495.31)	\$ (855,999.71)	\$ (500.00)
Balance June 30, 2023	\$ 43,882.36	\$ 19,411.77	\$ -	\$ 2,070,202.00	\$ -	\$ -
<i>Bank Reconciliation:</i>						
Plus: Outstanding Checks	\$ 147,586.11	\$ 419.00	\$ 602.00	\$ 92,332.00	\$ 9,055.57	\$ -
Less: Deposits in Transit	\$ -	\$ (75.00)	\$ -	\$ -	\$ -	\$ -
Bank Balance June 30, 2023	\$ 191,468.47	\$ 19,755.77	\$ 602.00	\$ 2,162,534.00	\$ 9,055.57	\$ -

# TAX WARRANT

To the collector of Alexandria Central School District, towns of Alexandria, Orleans and Theresa in the county of Jefferson, State of New York and town of Hammond in the county of St. Lawrence, State of New York

You are hereby commanded:

1. To give notice and start collection on September 1, 2023 (in accordance with provisions of Section 1322 of the Real Property Tax Law).
2. To give notice that the tax collection will end October 31, 2023.
3. To collect taxes in total sum of **\$8,383,339** (\$8,328,339 District Levy plus \$55,000 Library Levy) in the same manner that collectors are authorized to collect town and county taxes.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education. The Board shall recall its warrant and tax rolls for correction of errors of omissions in accordance with the provisions of Section 1318 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property.
6. To receive from each of the taxable corporations and natural persons on the attached tax roll the sums listed without interest penalties when such sums are paid before the end of the first month of the tax collection period. To collect after the expiration of one month the residue of the sums not paid, together with the fees prescribed in sections Education Law 2130 and Real Property Tax Law Section 1328. To add two percent interest penalties to all taxes collected during the second month of the tax collection period.
7. To promptly return this warrant within 80 days at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town and assessed valuation, tax rate, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

This warrant is issued pursuant to Sections 910, 912 and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by the majority of the Board of Education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision of the Real Property Tax Law.

Given this day of July 25, 2023.

Signatures of trustee (s) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## BUDGET

**Estimated Revenues**

Surplus estimated to be available for appropriation	\$ 1,459,959
State Aid	5,645,668
Tax on Property	8,328,339
Use of Reserves	100,000
Other Sources	<u>368,275</u>
<b>Total Revenues (Estimated)</b>	<b><u>\$15,902,241</u></b>

**Estimated Appropriations**

General Support	\$ 2,550,595
Instruction	6,613,106
Transportation	1,125,764
Undistributed	<u>5,612,776</u>
<b>Total Estimated General Fund Appropriations</b>	<b><u>\$15,902,241</u></b>

**Other Purposes for Which Taxes are Levied**

Specify <u>Public Libraries</u>	\$ 55,000
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