



July 1, 2020

The organizational meeting of the Alexandria Central School Board of Education, held in the Auditorium, was called to order at 6:01 p.m. by District Clerk, Renee Gill. A regular board meeting was held immediately after the organizational meeting.

Those present: Jane Aikins, Betty Compeau, Stephen Dreizler, Suzanne Hunter, Christine Lingenfelter, James VanCour and Christopher Clapper, Superintendent

Absent: Andrea Adsit

The Pledge of Allegiance was recited.

**The Board of Education members welcomed returning board members Betty Compeau, Christine Lingenfelter and James VanCour. Their oaths of office were administered.**

**James VanCour made a motion to nominate Jane Aikins as President of the Board of Education, effective July 1, 2020 to June 30, 2021. The motion was seconded by Lingenfelter.**

There were no other Presidential nominations, so the motion was carried to elect Jane Aikins as President, with a vote of 6 yes and 0 no.

Jane Aikins took her oath of office as President of the School Board for the 2020-2021 school year.

**Jane Aikins made a motion to nominate Suzanne Hunter as Vice-President of the Board of Education, effective July 1, 2020 to June 30, 2021. The motion was seconded by VanCour.**

There were no other Vice-Presidential nominations, so the motion was carried to elect Suzanne Hunter as Vice-President, with a vote of 6 yes and 0 no.

Suzanne Hunter took her oath of office as Vice-President of the School Board for the 2020-2021 school year.

Welcome Re-elected 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

**Board President, Jane Aikins presided for the remainder of the meeting**

Annual Appointments

**Annual Appointments**

Motion by VanCour, seconded by Hunter, to approve the appointments listed below for the 2020-2021 school year.

TITLE	INCUMBENT	PRESENT SALARY	RECOMMENDED
Director of School Health Services.	River Hospital	Per agreement	River Hospital
School Attorney.....	Jeff-Lewis BOCES Office of Inter-Municipal Legal Services	Per agreement	Jeff-Lewis BOCES Office of Inter-Municipal Legal Services
Bond Attorney.....	Trespasz & Marquardt, LLP	Per agreement	Trespasz & Marquardt, LLP
Special Counsel.....	Ferrara Fiorenza, P.C.	Per agreement	Ferrara Fiorenza, P.C.
Extra-Classroom Activity Fund Central Treasurer.....	Brianne Kirchoff	Not applicable	Brianne Kirchoff
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.....	Jane Aikins President, BOE	Not applicable	President, BOE
Records Access, Retention & Disposition Officer.....	Brianne Kirchoff	Not applicable	Brianne Kirchoff
Title I Coordinator.....	Brianne Kirchoff	Not applicable	Brianne Kirchoff
Title II Section 504/ADA Compliance Officer.....	Pamela Monica	Not applicable	Pamela Monica
Title IX Officer.....	Kylie Morgia	Not applicable	Kylie Morgia
Civil Rights Compliance Officer.....	Kevin Durr	Not applicable	Kevin Durr
Attendance Officer.....	Kylie Morgia	Not applicable	Kylie Morgia
McKinney-Vento Homeless Liaison Officer.....	Kevin Durr	Not applicable	Kevin Durr
DASA Coordinator.....	Patricia Wagoner	Not applicable	Patricia Wagoner
District Sexual Harassment Officers.....	Brianne Kirchoff & Christopher Clapper	Not applicable	Brianne Kirchoff & 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
Notary Publics.....	Renee Gill & Patricia Wagoner	Not applicable	Renee Gill & Patricia Wagoner

6 yes 0 no Motion Carried

**Authorizations**

Motion by VanCour, seconded by Compeau, to approve the authorizations listed below for the 2020-2021 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 ..... Authorized to pre-approve resignations and appointments.....	Christopher Clapper
Petty Cash Funds <ul style="list-style-type: none"> <li>• Main Office .....</li> <li>• Superintendent's Office.....</li> <li>• Tax .....</li> <li>• Collector.....</li> </ul>	\$250 \$250 \$250
Committee on Special Education - Alexandria Central School District CSE Committee (2019-2020): <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 or A. Miller  P. Monica or A. Miller P. Monica or A. Miller River Hospital TBD if required
Committee on Preschool Special Education-Alexandria Central School CPSE Committee (2019-2020): <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 or A. Miller River Hospital TBD if required
Alexandria Central School District Committee on Special Education Sub-Committee (2019-2020): <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 or A. Miller

6 yes 0 no Motion Carried

**Appointment of Officers**

Motion by Compeau, seconded by Lingenfelter, to appoint the officers listed below for the 2020-2021 school year.

Appointment of Officers

TITLE	INCUMBENT	SALARY	RECOMMENDED
District Treasurer.....	Connie Dack	Per agreement	Connie Dack
District Clerk.....	Renee Gill	Per agreement	Renee Gill
Claims Auditor.....	Lisa Tillman	\$20/Hour	Lisa Tillman
Tax Collector.....	Patricia Durand	Per agreement	Patricia Durand

6 yes 0 no Motion Carried

Designations

Bonding of Personnel

Other Approval Items

**Designations**

Motion by Lingenfelter, seconded by Hunter, to approve the designations listed below for the 2020-2021 school year.

Official bank signatories for school accounts.....	Christopher Clapper Brienne Kirchoff Connie Dack 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 7:00 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.....	Anne Remington & Brienne Kirchoff
Hearing Official for participation in the Federal Child Nutrition Program.....	Christopher Clapper

6 yes 0 no Motion Carried

**Bonding of Personnel**

Motion by VanCour, seconded by Dreizler, to approve the bonding of the personnel listed below for the 2020-2021 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

6 yes 0 no Motion Carried

**Other Approval Items**

Motion by Dreizler, seconded by VanCour, to approve the items listed below for the 2020-2021 school year.

<b>TITLE</b>
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 2019-2020 school year.....
Annual review of vendors , (listing provided), for disclosure of conflict of interest.....
Re-approve all reserve fund accounts.....

6 yes 0 no Motion Carried

Appoint Deputy Purchasing Agents

**Appoint Deputy Purchasing Agents**

Motion by Dreizler, seconded by Lingenfelter.

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 District Business Leader, Brianna Kirchoff, 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, 2021.

6 yes 0 no Motion Carried

**Regular Meeting**

Approve Minutes

**Approve Minutes**

Motion by VanCour, seconded by Compeau, to approve the minutes of the June 23, 2020 regular board meeting.

6 yes 0 no Motion Carried

**Approve Accounts and Advisors – 2020/2021 School Year**

Motion by Hunter, seconded by Compeau, that on the recommendation of the Superintendent, to approve the following accounts and advisors for the 2020-2021 school year:

Approve Accounts and Advisors – 2020/2021 School Year

Account

- Bus Duty
- Class of 2021
- Class of 2022
- Class of 2023
- Class of 2024
- Class of 2025
- Class of 2026
- FFA Club
- French Club
- GSA
- Jr. National Honor Society
- Select Choir
- Student Council
- Vocal Music Club
- Yearbook Club
- National Honor Society
- Odyssey of the Mind
- Band Club
- Whiz Quiz

Advisor

- Brian Hudon
- Heather McIlrath & Hayley Ascough
- Katie Taylor
- Jodi Cullen
- Heather McIlrath & Hayley Ascough
- Lucella Gionet
- Lucella Gionet
- Matthew Greene
- Hayley Ascough
- Katie Taylor & Patricia Wagoner
- Hayley Ascough
- Katie Taylor
- Jodi Cullen
- Katie Taylor
- Ann Donovan
- Nancy Aubertine
- Teri Lowe
- Daniel Hammond
- Teri Lowe

6 yes 0 no Motion Carried

**Board Committees – 2020/2021 School Year**

Motion by Hunter, seconded by VanCour, to approve the following Board Committees, and to appoint those listed as chairpersons and committee members for the 2020-2021 school year:

(other than the faculty liaison, the committees will consist of one chair and two members)

Faculty Liaison: Suzanne Hunter

Safety: Betty Compeau (Chair) & Suzanne Hunter & James VanCour

Bldgs. & Grounds: James VanCour (Chair) & Suzanne Hunter & Betty Compeau

Audit/Budget: Andrea Adsit (Chair)& James VanCour & Stephen Dreizler

Transportation: Stephen Dreizler (Chair) & Christine Lingenfelter & Suzanne Hunter

Policy: Suzanne Hunter (Chair) & Christine Lingenfelter & Stephen Dreizler

Nutrition Advisory: Jane Aikins (Chair) & Betty Compeau & Andrea Adsit

Personnel/Negotiation: Andrea Adsit (Chair) & Betty Compeau & Jane Aikins

Athletics: Christine Lingenfelter (Chair) & Jane Aikins & James VanCour

Directions: James VanCour (Chair) & Jane Aikins & Christine Lingenfelter

6 yes 0 no Motion Carried

**Delegate – Executive Committee of the Jefferson-Lewis School Boards Association**

Motion by VanCour, seconded by Compeau, that on the recommendation of the Board of Education, to appoint Stephen Dreizler to serve as the delegate on the Executive Committee of the Jefferson-Lewis School Boards Association and forward dues to the association, for the 2020-2021 school year.

6 yes 0 no Motion Carried

**Accept Fundraising Calendar**

Motion by Hunter, seconded by Lingenfelter, that on the recommendation of the Extraclassroom Activity Fund Treasurer, to accept the tentative fundraising calendar, for the 2020-2021 school year as presented, with the understanding that needed changes may be made during the school year.

6 yes 0 no Motion Carried

**Approve AS-7 Contract for Annual Jeff-Lewis BOCES Services**

Motion by Dreizler, seconded by VanCour, that on the recommendation of the Superintendent, to approve the AS-7 contract for annual services to be provided by Jeff-Lewis BOCES during the 2020-2021 school year.

6 yes 0 no Motion Carried

**Approve Administrative Tax Processing Services Agreement**

Board Committees – 2020/2021 School Year
Delegate – Executive Committee of the Jefferson-Lewis School Boards Association
Accept Fundraising Calendar
Approve AS-7 Contract for Annual Jeff-Lewis BOCES Services
Approve Administrative Tax Processing Services Agreement

Motion by Compeau, seconded by VanCour, that on the recommendation of the Superintendent, to approve the Agreement for Administrative Tax Processing Services with Community Bank, N.A.

6 yes 0 no Motion Carried

**Approve Annual Salary Adjustments**

Motion by VanCour, seconded by Compeau, that on the recommendation of the Superintendent, to approve a salary increase of two (2) percent for Kylie Morgia, Principal, for the 2020- 2021 school year.

6 yes 0 no Motion Carried

**Appointments/Approvals**

Motion by Dreizler, seconded by Hunter, that on the recommendation of the Superintendent, to approve the following appointments and approvals:

Name	Position	Annual Salary/Rate of Pay	Probationary or Tenure Track Appt.	Effective Date
Teresa Brennan	Monitor	\$17,944 annually for 20-21 school year	1 Year Annual Reappointment	September 1, 2020
Starr-Pierce Hansson	Monitor	\$17,944 annually for 20-21 school year	1 Year Annual Reappointment	September 1, 2020
Keri Weldon	Teacher Assistant	\$17,944 annually for 20-21 school year	Tenure Track Position	September 1, 2020
Denise Haddock	Elementary Education Teacher	\$50,000 annually for 20-21 school year	Tenure Track Position	September 1, 2020
Timothy Wagoner	Director of Athletics	N/A	1 Year Annual Reappointment	July 1, 2020
Lisa Tillman	Summer Assistant (Order Receiving & Tagging Assets)	\$16 per hour	1 Year Annual Reappointment	July 1, 2020
Jack Bridenbaker	Student Summer Tech Assistant	\$11.80 per hour	Summer Appointment	July 1, 2020
Nathan Klock	Student Summer Tech Assistant	\$11.80 per hour	Summer Appointment	July 1, 2020
Isaiah Wright	Student Summer Custodial Assistant	\$11.80 per hour	Summer Appointment	July 1, 2020
Andrew LaLonde	Student Summer Custodial Assistant	\$11.80 per hour	Summer Appointment	July 1, 2020

6 yes 0 no Motion Carried

**Adjournment**

Motion by Hunter, Seconded by VanCour to adjourn.

6 yes 0 no Motion Carried

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District Clerk

Approve Annual Salary Adjustments

Appointments/Approvals

-Teresa Brennan / Monitor

-Starr-Pierce Hansson / Monitor

-Keri Weldon / Teacher Asst

-Denise Haddock / Elementary Education Teacher

-Timothy Wagoner / Director of Athletics

-Lisa Tillman / Summer Assistant

-Jack Bridenbaker / Student Summer Tech Assistant

-Nathan Klock / Student Summer Tech Assistant

-Isaiah Wright / Student Summer Custodial Assistant

-Andrew LaLonde / Student Summer Custodial Assistant

Adjournment

Time: 6:41 p.m.