

**SANDY CREEK CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
ORGANIZATIONAL MEETING AGENDA FOR 2012-2013**

MEETING DATE: Thursday, July 12, 2012  
MEETING PLACE: District Board Room

**1. ADMINISTRATION OF OATH TO NEWLY ELECTED BOARD MEMBER**

**2. ELECTION OF OFFICERS AND ADMINISTRATION OF OATH TO BOARD OFFICERS**

- A) President of Board
- B) Vice-President

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**3. APPOINTMENT OF OFFICERS**

- A) District Treasurer
- B) Deputy District Treasurer
- C) District Clerk of the Board of Education
- D) Deputy District Clerk
- E) Tax Collector

**Michael Cambareri**  
**Stewart Amell**  
**Shelley H. Fitzpatrick**  
**Stewart Amell**  
**Holly Kelly**

**4. OTHER APPOINTMENTS**

- A) School Physician
- B) School Attorney – General Matters  
School Attorney – Capital Project
- C) Central Treasurer  
(Extra-curricular activity accounts)
- D) Attendance Officer
- E) District External Auditor
- F) District Internal Auditor
- G) Internal Claims Auditor
- H) Purchasing Agent  
Deputy Purchasing Agent
- I) Administrator of Federal Grants
- J) Asbestos Designee, Inspector & Management Planner
- K) Chairperson for Committee on Special Education
- L) 504 Officer(s)
- M) Records Management Officer
- N] Records Access Officer
- O] Title IX Officer
- P) Tax Repository
- Q) Census Coordinator
- R) Safety & Risk Officers

**Pulaski Health Center**  
**Hogan & Sarzynski Law Office**  
**Lindenfeld Law Firm**  
**Teresa Crast**  
**Maureen Shiel**  
**Ciaschi, Dietershagen, Little, Mickelson, LLP**  
**Furgison & Co.**  
**Victoria Stoker**  
**Shelley H. Fitzpatrick**  
**Michael Cambareri**  
**Shelley H. Fitzpatrick**  
**Chris Ouderkirk**  
**Janice Burns**  
**Jeremy Briggs/Kimberly Manfredi**  
**Lori Krebs**  
**Shelley H. Fitzpatrick**  
**Shelley H. Fitzpatrick**  
**Pathfinder Commercial Bank**  
**Laura Nellis**  
**Michael Cambareri & Chris Ouderkirk**

**6) DESIGNATIONS**

- A) Official Bank Depository(s)
- B) Official Newspaper(s)

**Pathfinder Commercial Bank**  
**JP Morgan Chase**  
**Syracuse Post Standard**

**7) AUTHORIZATIONS**

- A) Business Administrator to certify payrolls.
- B) Superintendent to approve attendance and travel expenses for Conferences and Workshops.
- C) Superintendent to authorize Petty Cash accounts as follows:

Superintendent	\$200.00
School Cook Manager	50.00
- D) Chief School Officer authorized to approve budget transfers within limits of Education Law, totaling not more than \$20,000 per transfer.
- E) Board President to approve the attendance and travel expenses of board members to conferences and workshops.
- F) The District Treasurer to pay prior to approval by Internal Claims Auditor the following invoices: Principal and interest on bonds, BOCES costs, postage, freight charges, and utility bills.

**8) ACTION ITEMS**

- A) Re-adoption of the Board of Education Code of Ethics.
- B) Re-adoption of all current District policies, codes, regulations and procedures.
- C) Re-adoption of the Organizational Chart and Job Descriptions.

**Adjournment to Regular Meeting**