

**MINUTES OF THE MEETING OF  
THE BOARD OF EDUCATION**

SANDY CREEK CENTRAL SCHOOL DISTRICT  
SALISBURY STREET  
SANDY CREEK, NEW YORK

**Date:** July 2, 2013

**Kind of meeting:** Organizational

**Place:** Sandy Creek Board Room for open public session

**Board Members Present:**

Brian Macvean  
Amy Guarasce  
John Shelmidine  
Tammy Miller  
Brenda Yerdon  
Shannon Akey

**Others Present:**

Stewart Amell  
Shelley Fitzpatrick  
Maureen Shiel  
Sue Ann Archibee

Steve Haskins

**Board Members Absent:**

Janet Hanni

**Election of Officers:**

**For the Office of President**

It was moved by Guarasce to nominate Brian MacVean for the office of President of the Board of Education, seconded by Shelmidine. Having received no other nominations Brian MacVean was appointed to the office of President of the Board of Education.

6 yes, 0 no, 1 absent  
Motion carried

Brian MacVean was sworn in as Board President. At this point Brian MacVean President led the meeting.

**For the Office of Vice-President**

It was moved by Akey to nominate Miller for the office of Vice-President of the Board of Education, Miller respectfully declined before a second was/could have been made.

It was moved by Gurasce to nominate John Shelmidine for the office of Vice-President, seconded by Yerdon. Having received no additional nominations John Shelmidine was appointed to the office of Vice-President of the Board of Education.

6 yes, 0 no, 1 absent  
Motion carried

**Appointment of Officers:**

It was moved by Miller, seconded by Shelmidine, to approve the appointments of the following officers:

District Treasurer	Michael Cambareri
Deputy District Treasurer	Stewart Amell
District Clerk of the Board of Education	Shelley H. Fitzpatrick
Deputy District Clerk	Stewart Amell
Tax Collector	Holly Kelly

6 yes, 0 no, 1 absent  
Motion carried

**Other Appointments:**

It was moved by Miller, seconded by Shelmidine, to approve the following appointments:

School Physician	Pulaski Health Center
School Attorney – General Matters	Hogan & Sarzynski Law Office
School Attorney – Capital Project	Lindenfeld Lawfirm
Central Treasurer	Teresa Crast
(Extra-curricular activity account)	
Attendance Officer	Maureen Shiel
District Auditor	Ciaschi, Dietershagen, Little, Mickelson, LLP
Internal Claims Auditor	Victoria Stoker
Purchasing Agent	Shelley H. Fitzpatrick
Deputy Purchasing Agent	Michael Cambareri
Administrator of Federal Grants	Shelley H. Fitzpatrick
Asbestos Designee, Inspector & Management Planner	Chris Ouderkirk
Chairperson for Committee on Special Education	Janice Burns
504 Officer(s)	Jeremy Briggs/Kimberly Manfredi
Records Management Officer	Lori Krebs
Records Access Officer	Shelley H. Fitzpatrick
Title IX Officer	Shelley H. Fitzpatrick
Tax Repository	Pathfinder Commercial Bank
Census Coordinator	Laura Nellis
Safety & Risk Officers	Michael Cambareri

6 yes, 0 no, 1 absent  
Motion carried

**Designations:**

It was moved by Miller, seconded by Shelmidine, to approve the following designees:

Official Bank Depository	Pathfinder Commercial Bank
	JP Morgan Chase
Official Newspaper	Syracuse Post Standard

6 yes, 0 no, 1 absent  
Motion carried

**Authorizations:**

It was moved by Miller, seconded by Shelmidine, to approve the following authorizations:

- A. Business Administrator to certify payroll.
- B. Superintendent to authorize attendance at Conferences and Workshops.
- C. Superintendent to authorize Petty Cash accounts as follows:
 

Superintendent	\$200.00
School Lunch 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 Claim Auditor the following invoices: Principal and interest on bonds, BOCES costs, postage, freight charges, and utility bills.

6 yes, 0 no, 1 absent  
Motion carried

**Other Items:**

It was moved by Miller, seconded by Shelmidine, to approve the following 2013-2014 Board of Education Meeting Dates:

Regular Meetings:

July 2, 2013 (Tues.)	November 14, 2013	March 13, 2014
August 8, 2-13	December 12, 2013	April 10, 2014
September 12, 2013	January 9, 2014	May 8, 2014
October 10, 2013	February 13, 2014	June 12, 2014

Work Sessions: (No work session for July, December, and June)

August 22, 2013	November 21, 2013	March 27, 2014
September 26, 2013	January 23, 2014	WEDNESDAY, April 23, 2014
October 24, 2013	February 27, 2014	May 22, 2014

- All following meetings will be on Thursday evenings, with the exception of the April Board Worksession. This meeting will be WEDNESDAY, April 23, 2014, to accommodate the Oswego County BOCES Administrative Budget Vote.
- The start time of each meeting will be **6:00 p.m.** unless otherwise notified.

6 yes, 0 no, 1 absent  
Motion carried

**Action Items:**

It was moved by Miller, seconded by Shelmidine, to approve the following authorizations:

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

6 yes, 0 no, 1 absent  
Motion carried

Respectfully Submitted,

Shelley H. Fitzpatrick  
District Clerk