

**SANDY CREEK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
ORGANIZATIONAL MEETING AGENDA FOR 2018-2019**

MEETING DATE: Thursday, July 12, 2018
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

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
Kyle Faulkner
Shelley Fitzpatrick
Kyle Faulkner
Holly Kelly**

4. OTHER APPOINTMENTS

- A) School Physician **Pulaski Health Center**
- B) School Attorney – General Matters **Jefferson-Lewis BOCES Legal Services**
Hogan & Sarzynski Law Office (Court Matters)
School Attorney – Capital Project **Alario-Fischer**
(formerly Lindenfeld Law Firm)
- C) Central Treasurer **Teresa Crast**
(Extra-curricular activity accounts)
- D) Attendance Officer **Emily Wemmer**
- E) District External Auditor **Insero**
- F) Internal Claims Auditor **Victoria Stoker**
- G) Purchasing Agent **Shelley Fitzpatrick**
Deputy Purchasing Agent **Michael Cambareri**
- H) Administrator of Federal Grants **Shelley Fitzpatrick**
- I) Asbestos Designee, Inspector & Management Planner **Andy Ridgeway**
- J) Chairperson for Committee on Special Education **Janice Burns**
- K) 504 Officer(s) **Whitney Oak (in her absence Lisa Bauer)/Kimberly Manfredi**
- L) Records Management Officer **Lori Krebs**
- M) Records Access Officer **Shelley Fitzpatrick**
- N) Title IX Officer **Shelley Fitzpatrick**
- O) Tax Repository **Pathfinder Commercial Bank**
- P) Census Coordinator **Linda White**
- Q) Safety & Risk Officer **Michael Cambareri**

5. DESIGNATIONS

- A) Official Bank Depository(s) **Pathfinder Commercial Bank**
- B) Official Newspaper(s) **Syracuse Post Standard**

6) AUTHORIZATIONS

- A) Business Administrator to certify payrolls.
- B) Superintendent or Designee 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.

7) OTHER ITEMS

8) ACTION ITEMS

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

Adjournment to Regular Meeting