

**SANDY CREEK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
ORGANIZATIONAL MEETING AGENDA FOR 2021-2022**

MEETING DATE: Thursday, July 8, 2021
MEETING PLACE: District Board Room

1. ADMINISTRATION OF OATH TO NEWLY ELECTED BOARD MEMBERS

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 **ConnexCare**
Secondary School Physician **Joseph Gianfagna, MD/Watertown Pediatrics**
- B) School Attorney – General Matters **Jefferson-Lewis BOCES Legal Services**
Hogan & Sarzynski Law Office (Court Matters)
School Attorney – Capital Project **Alario-Fischer**
- C) Attendance Officer **Kevin Seymour**
- D) District External Auditor **D'argangelo & Co., LLP**
- E) Internal Claims Auditor **Victoria Stoker**
- F) Purchasing Agent **Shelley Fitzpatrick**
Deputy Purchasing Agent **Michael Cambareri**
- G) Administrator of Federal Grants **Shelley Fitzpatrick**
- H) Asbestos Designee, Inspector & Management Planner **Andy Ridgeway**
- I) Director for Committee on Special Education **Kevin Seymour**
- J) 504 Officer(s) **Whitney Oak/Kimberly Manfredi**
- K) Records Management Officer **Shelley Fitzpatrick**
- L) Records Access Officer **Shelley Fitzpatrick**
- M) Title IX Officer **Shelley Fitzpatrick**
- N) Tax Repository **Pathfinder Commercial Bank**
- O) Census Coordinator **Julie Hemingway**
- P) Safety & Risk Officer **Michael Cambareri**
- Q) Data Protection Officer **Chris Grieco**

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, credit card bills 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