

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

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

Date: July 13, 2023

Kind of meeting: Organizational

Place: Sandy Creek Board Room for open public session

Board Members Present:

John Shelmidine
Joseph Hathway
Michele Warner
Kevin Halsey
Heidi Metott
Andrea Harris
John Macklen

Others Present:

Kevin Seymour
Shelley Fitzpatrick
Steven Newcombe
Timothy Filiatrault
Amy McCormack

Board Members Absent:

None.

Election of Officers:

For the Office of President

It was moved by Halsey to nominate John Shelmidine, for the office of President of the Board of Education, seconded by Metott. Having received no other nominations, John Shelmidine was appointed to the office of President of the Board of Education.

6 yes, 0 no, 1 absent
Motion carried

For the Office of Vice President

It was moved by Harris, to nominate Joe Hathway, for the office of Vice-President of the Board of Education, seconded by Warner. Having received no other nominations, Joe Hathway 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 Hathway, seconded by Harris, to approve the appointments of the following officers:

District Treasurer	Michael Cambareri
Deputy District Treasurer	Kevin Seymour
District Clerk of the Board of Education	Shelley Fitzpatrick
Deputy District Clerk	Kevin Seymour
Tax Collector	Brittany Willson

6 yes, 0 no, 1 absent
Motion carried

Other Appointments:

It was moved by Warner, seconded by Metott, to approve the following appointments:

School Physician	Connex Care
Secondary School Physician	Joseph Gianfagna, MD/Watertown Pediatrics
School Attorney – General Matters	Jefferson-Lewis BOCES Legal Services
	Frank Miller (Court Matters)
School Attorney – Capital Project	Alario-Fischer
Attendance Officer	Steven Newcombe
District External Auditor	D’Arcangelo & Co., LLP
Internal Claims Auditor	Victoria Stoker

Purchasing Agent	Shelley Fitzpatrick
Deputy Purchasing Agent	Kevin Seymour
Administrator of Federal Grants	Shelley Fitzpatrick
Asbestos Designee, Inspector & Mmgmt Planner	Andy Ridgeway
Director for Committee on Special Education	Steven Newcombe
504 Officer(s)	Kimberly Manfredi/Nick Netto/Whitney Oak
Records Management Officer	Shelley Fitzpatrick
Records Access Officer	Shelley Fitzpatrick
Title IX Officer	Shelley Fitzpatrick
Tax Repository	Pathfinder Commercial Bank
Census Coordinator	Julie Hemingway
Safety & Risk Officer	Michael Cambareri
Data Protection Officer	Chris Grieco

6 yes, 0 no, 1 absent
Motion carried

Designations:

It was moved by Warner, seconded by Hathway, to approve the following designees:

Official Bank Depository	Pathfinder Commercial Bank
Official Newspaper	Syracuse Post Standard

6 yes, 0 no, 1 absent
Motion carried

Authorizations:

It was moved by Metott, seconded by Warner, 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: None.

Action Items:

It was moved by Halsey, seconded by Hathway, to approve the following authorizations:

- 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.
- D. Adopt the District-Wide Safety Plan after no comment during the public comment period.
- E. Adopt the Reserve Plan.

6 yes, 0 no, 1 absent
Motion carried

Respectfully Submitted,

Shelley H. Fitzpatrick

District Clerk