

**SANDY CREEK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
ORGANIZATIONAL MEETING AGENDA FOR 2024-2025**

MEETING DATE: Thursday, July 11, 2024
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

**Brittany Willson
Kevin Seymour
Cora Harvey
Kevin Seymour
Holly Kelly**

4. OTHER APPOINTMENTS

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

**ConnexCare
Jefferson-Lewis BOCES Legal Services
Frank Miller (Court Matters)
Ferrara Fiorenza
Steven Newcombe
D’Arcangelo & Co., LLP
Victoria Stoker
Cora Harvey
Kevin Seymour
Cora Harvey
Andy Ridgeway
Kevin Seymour
Kimberly Manfredi/Whitney Oak
Cora Harvey
Holly Kelly
Cora Harvey
Pathfinder Commercial Bank
Carolyn Nicholson
Andrew Ridgeway
Chris Grieco**

5. INSURANCE AGENT(S) OF RECORD:

- A) NYSIR (Eastern Shore Associates - policy numbers listed below):
 - SSPSCK001 (Property, Boiler & Machinery, General Liability, Inland Marine)
 - CAPSCK001 (Business Auto)
 - SBLSCK001 (School Board Legal Liability)
 - ECLSCK001 (Excess Liability)
 - 106320237 (Crime)
 - ESN05399885608 (Cyber Liability)
 - WRH000020 (Student Accident)
 - WRH900013 (Catastrophic Student Accident)

6. DESIGNATIONS

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

7. 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 the Internal Claims Auditor the following invoices: Principal and interest on bonds, BOCES costs, postage, freight charges, credit card bills and utility bills.

8. OTHER ITEMS

9. 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