

HANCOCK CENTRAL SCHOOL
Board of Education
Hancock, New York

July 10, 2023

REORGANIZATION MEETING

Board Room

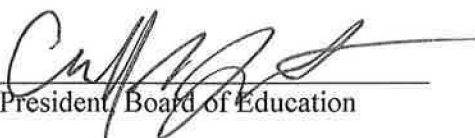
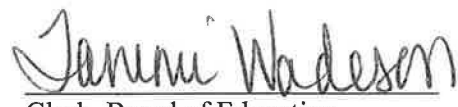
<p>Members Present: Gene Homer, Cliff Johnston, Christopher Geer, Sr., Nick Hazen, (newly elected member Vicky Bogart)</p> <p>Others: Superintendent Terrance Dougherty, PreK-12 Principal Julie Bergman, Elementary Principal, Tom Durkot, District Clerk, Tammi Wadeson</p> <p>Absent: Wayne Highlands Representative, Lothar Holbert.</p> <p>Visitors: Melissa Karcher, Amanda Berry, Maria Tarbox, Stacie Meadowcroft, Kerrie Bass, Todd Bass, Kaila Gamble</p> <p>Superintendent Dougherty called the Reorganization Meeting to order at 7:00 PM and requested District Clerk Wadeson to administer the Oath of Office to Vicky Bogart elected for a three- year term of office, as a member of the Hancock Central School District Board of Education, expiring on June 30, 2026. The Oath of Office was administered.</p> <p>Superintendent Dougherty requested District Clerk Wadeson to administer the Oath of Office to Nick Hazen elected for a two- year term of office, as a member of the Hancock Central School District Board of Education, expiring on June 30, 2025. The Oath of Office was administered.</p> <p>Superintendent Dougherty assumed the role of Chairman of the meeting and requested nominations for the Office of President of the Board of Education. Geer moved, seconded by Homer to nominate Cliff Johnston for the Office of President of the Board of Education for the 2023-2024 school year. There were no further nominations. Superintendent Dougherty closed the nominations and requested a vote.</p> <p style="padding-left: 40px;">Yes 4; No 0; Abstain C. Johnston – Motion Carried – Mr. Johnston was declared elected.</p> <p>Superintendent Dougherty turned the meeting over to President Johnston.</p> <p>Cliff Johnston, President requested nominations for the Office of Vice President of the Board of Education. Hazen moved, seconded by Homer to nominate Christopher Geer, Sr., for the office of Vice-President of the Board of Education for the 2023-2024 school year. There were no further nominations. President Johnston closed the nominations and requested a vote.</p> <p style="padding-left: 40px;">Yes 4; No 0; Abstain C. Geer Sr. – motion carried – Mr. Geer was declared elected.</p>	<p>Roll Call</p> <p>Others</p> <p>Visitors</p> <p>Oath of Office Vicky Bogart</p> <p>Oath of Office Nick Hazen</p> <p>Elect Cliff Johnston President, 2023-2024</p> <p>Elect Christopher Geer, Sr. Vice President 2023-2024</p>
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<p>Hazen moved, with a second by Geer to approve all items on the Reorganization Agenda.</p>	
<p>Yes 5; No 0 – motion carried</p>	
<p>1) DISTRICT OFFICERS: a) District Clerk - Tammi Wadeson @ \$6,239/yr. b) District Treasurer - Aimee Skiff, MAG</p>	<p>Appoint District Clerk District Treasurer</p>
<p>2) OTHER APPOINTMENTS: a) District Auditor- RBT, LLP, CPA. b) Central Treasurer – Vicky Kravetsky c) Comptroller for Central Treasurer – Superintendent d) Tax Collector – Jennifer Gill & Tammi Wadeson (shared) - \$13,459 e) HIPAA Privacy Officer - Julie Bergman f) Title IX Compliance Officer – Julie Bergman g) Integrated Pest Mgmt. Coordinator- Jodi Newman h) Internal Claims Auditor – William Mokay - \$ 395/month i) Substitute Internal Claims Auditor– David R. Whipple-\$395/month. j) School Physician – Lourdes Primary Care – Salary TBD. k) Dignity for All Coordinator – Julie Bergman l) Deputy Treasurer – Jessica Alix, MAG m) Federal Funds Coordinator – Julie Bergman - \$5,000/year n) Alternate District Clerk – Jennifer Gill – Pro-Rated for extended absence or hourly rate for a meeting</p>	<p>District Auditor Central Treasurer Comptroller Tax Collector HIPAA Title IX Pest Management Audit – Claims M.D. Dignity for All Coor. Deputy Treasurer Federal Funds Coord. Alt. District Clerk</p>
<p>3) APPOINT AUDIT COMMITTEE: a) Gene Homer and Cliff Johnston</p>	<p>Audit Committee</p>
<p>4) DESIGNATIONS: a. Official Bank Depositories – All Funds – NBT of Hancock, NY;; JP Chase of Binghamton, NY b. Regular Monthly Meetings – 2nd & 4th Mondays of each month at 7:00 p.m. Board Room (202) c. Official Newspaper – THE HANCOCK HERALD Alternate: THE PRESS & SUN-BULLETIN</p>	<p>Designations and Authorizations Bank Deposits Bd. Meetings Publicity</p>
<p>5)AUTHORIZATIONS: a)Authorization to utilize Federal Funds for local educational programs under the supervision of the State Education Department of the State of New York. b)Authorization for the Superintendent to serve as Acting Clerk whenever the District Clerk is absent from her duties. c) Authorization for the Superintendent to certify payrolls. d) Authorization to designate the Delaware-Chenango-Board of Cooperative Educational Services Career & Technical Education Advisory Council to serve the Hancock Central School as its advisory council.</p>	<p>Federal Funds Acting Clerk Payrolls BOCES Advisory Council</p>

<p>e) Authorization for participation in the National School Lunch and Breakfast Programs, including offer versus serve, special milk program, surplus foods and free lunch programs with adoption of eligibility criteria for school food service programs for grades K – 12.</p>	National Lunch and Breakfast
<p>f) Authorization to issue a Revenue Anticipation Note not to exceed \$750,000 for a term not to exceed thirteen months.</p>	Reserve Note
<p>g) Authorization for the Superintendent of Schools to act as Purchasing Agent for the School District.</p>	Purchase Agent
<p>h) Authorization for Julie Bergman, MS/HS Principal and Tom Durkot, Elementary Principal to sign all documents in the absence of the Superintendent.</p>	Alt. Authority Bergman, Durkot and Taylor
<p>i) Authorization for Carl Koenig, DCMO BOCES Services, to act as hearing officer for disciplinary hearings for the 2023-2024 school year.</p>	Discipline Officer – Koenig
<p>j) Authorization to establish petty cash funds for the District Office in the amount of \$100.</p>	Petty Cash
<p>k) Authorization for TBD to act as Substitute Administrator for the 2023- 2024 school year at the rate of \$400/day plus mileage reimbursed at the current Internal Revenue Service rate.</p>	Authorize Substitute Administrator – TBD
<p>l) Authorization for blanket purchase orders to be issued as follows: 1) Director of Facilities, Maintenance and Transportation - Bisbee Lumber - \$6000; Bennett Lawn & Log, LLC- \$600; Shakelton Auto - \$4500; Parts Plus - \$1500; Leonard Bus Sales - \$2500; Stadium International - \$2500; Kaplan Chevrolet/Buick - \$750; Oralls Garage - \$500, Mirabito - \$75,000; Safety Kleen - \$750; Smith Ford - \$500; Coyne Textile Services - \$2000; Botnick Chevrolet - \$500.</p>	Purchase Orders
<p>m) Readopt all policies, codes of ethics and bylaws in effect during the previous year.</p>	Policies
<p>n) Authorize the Superintendent to do necessary traveling to interview teachers, attend conferences and to transact any other school business which may become necessary for the 2023-2024 school year, with approval of the Board of Education.</p>	Superintendent Travel
<p>o) Adopt resolution permitting the School Board President to sign various notes needed during the 2023-2024 school year without the formality of convening a Board of Education meeting for this purpose.</p>	President Sign Notes
<p>p) Authorization for Superintendent of Schools and/or School District Treasurer to invest school monies in any fully guaranteed or insured depository, in accordance with Policy 6240 (Investments).</p>	Investments
<p>q) Authorization for reimbursement of travel for official School District business at the current IRS rate in the event the school car is not available or use of the district credit card for travel expenses.</p>	Travel Reimburse
<p>r) Authorization to enter into cooperative bidding agreements with area school districts.</p>	Coop. Bids

<p>s) Authorize the following signatures on checks and all savings and investment accounts including trust accounts: Superintendent on payroll and all General, School Lunch, Federal Aid and Capital Funds, Trust and Agency Fund and on the Debt Service Fund checks; Comptroller and Central Treasurer on extra-classroom activity fund checks.</p>	<p>Signatures Supt./or Treasurer</p>
<p>t) Authorize the following signature on checks and all savings and investment accounts including trust accounts: District Treasurer on payroll and all General, School Lunch, Federal Aid and Capital Funds, Trust and Agency Fund and on the Debt Service Fund checks.</p>	<p>Signatures District Treasurer</p>
<p>u) Adopt by-laws delegating the building principals of the school where the pupil attends the authority to suspend a minor for a period not to exceed five (5) school days (out-of-school suspension) in accordance with Education Law 3214 (3).</p>	<p>Suspend Pupils</p>
<p>v) Authorize the following NBT bank accounts: Debt Service Fund Savings 589; Capital Fund Money Market 161; Trust & Agency Health Reserve 970; Louise Adelia Read Mem. Library 627; Hancock Central School District 762; Tax Certiorari Reserve 853; General Fund 010; Payroll 037; Federal Aid 053; Trust & Agency Fund 118; Student Activities Fund 134; School Lunch Fund 142; School Tax 169; Louise Adelia Read Memorial Library 123; Commencement Award Fund 128; Investment Account 388; Capital Projects Fund 694; Hancock Central School District Savings 554; Hancock CSD Unemployment Reserve 546; Hancock CSD Little Scholars 597; K. L. Parker School Grad Award 956; Gerard Gilleran Scholarship Fund 953; Louise Adelia Read Mem. Library 423; J.P. Morgan Chase Money Market 093; Capital Reserve Buses Money Market 188</p>	<p>Various Bank Accounts</p>
<p>w) Authorize the allowance of expenditures from the General Fund by the Superintendent for remembrance purposes (flowers).</p>	<p>Remembrances</p>
<p>x) Adopt the audit committee charter.</p>	<p>Audit Charter</p>
<p>y) Authorize participation in the DCMO Shared Investment Service.</p>	<p>DCMO Investment</p>
<p>z) Authorize the use of general fund money to pay for expenses incurred by the Superintendent for Superintendent Business Lunch Meetings for the 2023- 2024 school year with meeting agenda submitted.</p>	<p>Approve General Fund – Lunch Meetings</p>
<p>aa) Recognition of the following as clubs in accordance with the internal audit risk assessment action plan: Journalism Club, National Honor Society, Advisors (Freshman Class (2), Sophomore Class (2), Junior Class (2), Senior Class (2), Student Council (2), Yearbook, Spanish Club, Chorus Club, Computer Club, Speech and Debate Club and Band Club</p>	<p>Clubs</p>
<p>bb) Authorize the Board to direct the administration to review the need to reengineer, restructure, or replace to reorganize any position which becomes vacant via voluntary or involuntary attrition during this school year, and makes its recommendation known to the Board. This policy shall be renewed annually at each reorganizational meeting in order to remain in force.</p>	<p>Review Organization</p>

<p>cc) Authorization for Julie Bergman, MS/HS Principal and Thomas Durkot, Elementary Principal to suspend students from regular instruction up to a maximum of five days.</p>	<p>Suspend Students</p>
<p>6) BONDING PERSONNEL: a) District Treasurer - \$1,000,000; b) District Tax Collector - \$1,000,000; c) All other Personnel - \$ 250,000; d) Internal Auditor - \$ 250,000; e) Claims Auditor - \$ 250,000</p>	<p>Bonding</p>
<p>7) OTHER APPOINTMENTS: a) Appointment of individuals to serve as members of the Committee on Preschool Special Education effective July 1, 2023. Professional employed by school district County Representative Professional Evaluator Child’s Teacher Parent Volunteer - Sue Miller</p>	<p>Preschool Special Education</p>
<p>b) Appointment of individuals to serve as members of the Committee on Special Education effective July 1, 2023 as defined in Federal Regulations 300.344: Coordinator of Special Education School Psychologist School Physician Pupil’s Teacher Parent Volunteer – Sue Miller</p>	<p>CSE</p>
<p>c) Appointment of individuals to serve as members of the CSE sub-committee effective July 1 2023: 1 Regular Education Teacher 1 Special Education Teacher Parent or person in parental relationship to the student School District</p>	<p>CSE Sub Committee</p>
<p>d) Appoint Gene Homer as trustee and Terry Dougherty, Christopher Geer, Sr., Cliff Johnston, Nick Hazen and Vicky Bogart as alternate trustees for Hancock Central School to the Broome-Tioga-Delaware Health Insurance Consortium for the 2023-2024 school year.</p>	<p>Health Insurance Cons. Trustee</p>
<p>e) Approve the fee rate schedule for IDE Corp. to provide professional services for the 2023-2024 school year for Leadership Consulting at the rate of \$5,000/day and Leadership Coaching Support at the rate of \$2,700/day to be paid through General Funds, Federal Funds or Donated Funds in accordance with the districts procurement and purchasing policies and procedures.</p>	<p>Fee Schedule IDE</p>

<p>f) Approve the fee rate schedule for Fiscal Advisors for the 2023-2024 school year for financial consulting services at the rate of \$220/hour to be paid through General Funds, Federal Funds or Donated Funds in accordance with the district's procurement and purchasing policies and procedures.</p>	<p>Fee Schedule Fiscal Advisors</p>
<p>g) Approve the fee rate schedule for Highland Associates for the 2023-2024 school year for Architectural and Engineering Services at the rate \$225/hour for Principal Associate and then following the Highlands Associates Rate Schedule to be paid through General Funds, Federal Funds or Donated Funds in accordance with the districts procurement and purchasing policies and procedures.</p>	<p>Fee Schedule Highlands Associates</p>
<p>h) Approve the fee rate schedule for Solution Tree to provide professional services for the 2023-2024 school year for Customized Professional Development at the rate of \$7,500/full-day and then following the Solution Tree Rate Schedule to be paid through General Funds, Federal Funds or Donated Funds in accordance with the districts procurement and purchasing policies and procedures.</p>	<p>Fee Schedule Solution Tree</p>
<p>i) Approve the fee rate schedule for Jennifer Bashant, Building Better Futures, LLC to provide professional services for the 2023-2024 school year for Parents as Partners series: \$2,000 and Trauma Series for Educators: \$2,000 to be paid through General Funds, Federal Funds or Donated Funds in accordance with the districts procurement and purchasing policies and procedures.</p>	<p>Fee Schedule Bashant</p>
<p>Yes 5; No 0 – motion carried</p>	
<p>Hazen moved, with a second by Geer to adjourn the meeting. President Johnston adjourned the Reorganization Meeting at 7:05 P.M.</p>	<p>Adjournment</p>
<p>Yes 5; No 0 – Motion Carried</p>	
<p>APPROVED:</p> <div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;">  _____ President, Board of Education </div> <div style="text-align: center;">  _____ Clerk, Board of Education </div> </div>	