

**Roxbury Central School  
Board of Education Agenda  
Organizational and Special Meeting  
July 1, 2021**

Meeting called to order

Jeffrey Bennett

Pledge of Allegiance

OATHS-NOMINATIONS AND APPOINTMENTS:

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|----|---|-----------------|
| 1. | Administer oath of faithful performance to Kelli Winnie   |                 |
| 2. | Nominations for President of Board                        | Jeffrey Bennett |
| 3. | Administer oath of faithful performance to President      |                 |
| 4. | Nominations for Vice President of Board                   | Jeffrey Bennett |
| 5. | Administer oath of faithful performance to Vice President |                 |
| 6. | President assume chair                                    | Jeffrey Bennett |
| 7. | Administer oath of faithful performance to Superintendent | Board President |

APPOINTMENTS:

- |   |  |                 |
|---|--|-----------------|
| • | Clerk of the Board – Marianne Schor with a stipend of \$3,000                  |                 |
| • | Administer oath of faithful performance to Clerk of the Board                  | Board President |
| • | Deputy Clerk of the Board – Jeffrey Bennett                                    |                 |
| • | Administer oath of faithful performance to Deputy Clerk                        | Board President |
| • | Treasurer – Wendy Sprague  |                 |
| • | Administer oath of faithful performance to Treasurer                           | Board President |
| • | Records Retention Officer – Wendy Sprague                                      |                 |
| • | Official Receiver of Court Notices – Jeffrey Bennett                           |                 |
| • | Extra-Classroom Activities Fund Treasurer – Marianne Schor                     |                 |
| • | Claims Auditor/Bank Reconciliation Monitor – ONC BOCES Central Business Office |                 |
| • | Purchasing Agent – Jeffrey Bennett   |                 |
| • | Deputy Purchasing Agent – Jill Ten Eyck  |                 |
| • | Asbestos Designee – Alan Davis   |                 |
| • | Pesticide Representative – Alan Davis  |                 |
| • | Auditor – Mostert, Manzanero & Scott, LLP                                      |                 |
| • | Educational Law Attorney – Ferrara Law Firm, with fee schedule as attached     |                 |
| • | School Physician – TBD   |                 |
| • | Tax Collector – TBD  |                 |
| • | Attendance Clerk – Sherry Finch  |                 |
| • | NBT, Wayne Bank and NYLAF as official banks                                    |                 |
| • | Official Bank Signatures – as attached   |                 |

- Regular BOE meetings - 7:00 pm on the dates scheduled as follows:
  - July 14, 2021
  - August 11, 2021
  - September 8, 2021
  - October 13, 2021
  - November 10, 2021
  - December 8, 2021
  - January 12, 2022
  - February 9, 2022
  - March 9, 2022
  - March 23, 2022
  - April 13, 2022
  - May 11, 2022
  - June 8, 2022
  
- Chief School Officer to Certify Payroll – Jeffrey Bennett
- Official Newspapers - Daily Star and Mountain Eagle
- Newsletter – Wendy Greene, salary as per CSEA contract.
- Child Nutrition Program Official – Jeffrey Bennett
- Child Nutrition Program Reviewing Official – Jeffrey Bennett
- Child Nutrition Program Hearing Official – Jill Ten Eyck
- Child Nutrition Program Verification Official – Jeffrey Bennett
- Anti-Harassment Compliance Officers – Karen Hinkley and Jill Ten Eyck
- AV Coordinator – Maria Johnson as per RTA contract
- Athletic Director – Thomas Faraci as per RTA contract
- Music Activity Director – Jessica Young as per RTA contract
- McKinney-Vento/Foster Care Liaison – Jill Ten Eyck
- CASEBP designee – Jeffrey Bennett
- Interim CASEBP designee – Wendy Sprague
- Medicaid Compliance Officer – Wendy Sprague
- Medicaid Billing Clerk – Wendy Greene with a stipend of \$2,500
- Title IX Coordinators – Jill Ten Eyck and Karen Hinkley
- DASA Coordinator - Jo Hinkley
- District Data Coordinator - Marianne Schor with a stipend of \$4,300
- Arts in Education Coordinator - Amy Royal with a stipend of \$632
- Wellness Coordinator: Karen Hinkley
- Substance Abuse Drug Liaisons – Jo Hinkley and Karen Hinkley
- Title I/ESSA Coordinator – Jeffrey Bennett
- Chief Emergency Officer Jeffrey Bennett
- Chemical Hygiene Officer – Alan Davis
- Website Accessibility Contact – Marianne Schor
- Data Protection Officer – Jeffrey Bennett

FINANCIAL:

1. Bonding – Members of the Board, Superintendent, Treasurer, Central Treasurer, Tax Collector, and Principal
2. Petty Cash:
  - a. Petty Cash – General Fund - \$75
  - b. Petty Cash – Cafeteria - \$75
  - c. Extra-Classroom Change Box – \$ 50
3. Mileage – as per current IRS Rate
4. Transfers – All budget transfers must be approved by the Board prior to payment
5. Equipment Valuation Limits – Set financial value at \$2,000 and insurable value at \$500
6. Impartial Hearing Officer - For 3020a Proceedings - not to exceed \$1,400/day; for Section 75 Proceedings - not to exceed \$1,000/day; and not to exceed \$750 for less than a full day; for Special Ed - \$100/hr.
7. Approve Substitute rates for 2021-22 as attached
8. Approve miscellaneous special rates for 2021-2022 as per attached.
9. Adopt Federal Guidelines for Free and Reduced Price Meals (July 2021-June 2022) as attached

CSE-COMMITTEE ON SPECIAL EDUCATION:

1. CSE Chair – Mary Hinkley  
Alt. CSE Chair – Jill Ten Eyck
2. School Psychologist
3. Special Education Teacher
4. Regular Education Classroom Teacher
5. Related Service Provider(s) if applicable
6. Secretary – Wendy Greene

CPSE-PRE SCHOOL COMMITTEE FOR SPECIAL EDUCATION:

1. CPSE Chair - Mary Hinkley  
Alt. CPSE Chair – Jill Ten Eyck
2. School Psychologist
3. Classroom Teacher of Student – ex. Head Start, Pre-School and/or SEIT
4. Evaluator – if first time referral to CPSE
5. County Representative –Kyra Shew as designee
6. Related Services Provider(s) if applicable
7. Secretary – Wendy Greene

REGISTRATION COMMITTEE: \$60 per sitting:

1. Maryellen Schuman
2. Kathy Sass

ELECTION COMMITTEE:

1. Chairperson – District Clerk with the alternate being the Deputy Clerk
2. Chief Inspector – Debbie Lalosh - \$60/per election

3. Members: 3 per election @ \$60/per each:  
Barbara Vigna  
Margaret Finch  
Anita Miskovsky  
Marianne Schor (alternate)  
Robyn Vamosy – substitute  
Sarah Cronk - substitute

POLICY COMMITTEE:

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FACILITIES PLANNING COMMITTEE:

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CURRICULUM AND INSTRUCTION COMMITTEE:

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LABOR MANAGEMENT COMMITTEE

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BUDGET AND FINANCE COMMITTEE

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AUDIT COMMITTEE:

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RCMT REPRESENTATIVE

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NYSSBA LEGISLATIVE LIASON

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WELLNESS AND SAFETY COMMITTEE MONITORING

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BOARD GOALS COMMITTEE

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COMMUNICATION COMMITTEE

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