

BOARD OF EDUCATION
BELLEVILLE HENDERSON CENTRAL SCHOOL DISTRICT

ORGANIZATIONAL MEETING

July 15, 2024

7:00 p.m.

The District Clerk opened the meeting with the Pledge of Allegiance.

The Clerk called to order in the Library at 7:01p.m.

Present: John Allen, Anthony Barney, Roger Eastman, Dennis Jerome, Adam Miner, Gary Ramsdell, and Kristin Vaughn (arrived at 7:03 p.m.).

Others present: Jane Collins, Superintendent, Colleen Bellinger, Business Manager, and Sally Kohl, District Clerk.

Excused: Scott Storey, Building Principal.

Members from the community/guests: Michael Bellinger, Ron McNitt, Heather McNitt, Emily Worden, David Green, Kurt Gehrke, Matt Soluri, and Justin Montague.

An examination of the minutes of the Annual Meeting shows the following members elected for specified period of years:

Current Member	Annual Voting Date	# of Years	Term Period
Anthony Barney	May 20, 2024	5	7/2024-6/2029
Gary Ramsdell	May 20, 2024	5	7/2024-6/2029
Roger Eastman	May 16, 2023	5	7/2023-7/2028
Kristin Vaughn	May 16, 2023	5	7/2023-7/2028
John Allen	May 17, 2022	5	7/2022-6/2027
Dennis Jerome	May 18, 2021	5	7/2021-6/2026
Adam Miner	June 9, 2020	5	7/2020-6/2025

The oath of office was administered to the elected Board of Education Members, Anthony Barney and Gary Ramsdell.

The District Clerk asked for nominations for President of the Board of Education for the school year of 2024-2025.

Gary Ramsdell made the motion to nominate John Allen for President. The motion was seconded by Adam Miner.

The Clerk asked for additional nominations, there were none.

A motion was made by Adam Miner and seconded by Roger Eastman for the election of John Allen as President. The motion was carried 6-0-1 (John Allen abstaining).

The Clerk administered the oath of office to President Allen.

President Allen assumed the chair and ask for nominations for Vice President.

Gary Ramsdell made the motion to nominate Anthony Barney for Vice President. The motion was seconded by Adam Miner.

**OATH OF OFFICE
ADMINISTERED TO RE-
ELECTED BOE MEMBERS
ANTHONY BARNEY AND
GARY RAMSDELL**

ELECTION OF PRESIDENT

**OATH OF OFFICE
ADMINISTERED TO
PRESIDENT ALLEN**

President Allen asked if there were additional nominations for Vice President.

Kristin Vaughn nominated Dennis Jerome for Vice President. Dennis respectfully declined this nomination.

There were no other nominations.

A motion was made by Gary Ramsdell and seconded by Adam Miner for the election of Anthony Barney for Vice President. The motion was carried 6-0-1 (Anthony Barney abstaining).

The Clerk administered the oath of office to Vice President Barney and Superintendent Collins.

- Resolved, that this Board of Education appoints the following District Officers for the school year 2024-2025.

Name	Position
Sally Kohl	District Clerk
Marisa Riordan	District Treasurer
Mary Forrester	Claims Auditor
Mary Forrester	Tax Collector

Motion: Roger Eastman

Second: Anthony Barney

Motion Carried: 7-0

President Allen administered the oath of office to District Clerk, Sally Kohl.

- Resolved, that this Board of Education:

- Approve the following positions for the 2024-2025 school year:

NAME	POSITION
CSE Chairperson	A.D.A Compliance Officer in accordance with the Americans with Disabilities Act of 1990
School Nurse	AIDS Advisory Council Chairperson
Building Principal	Supervisor of Attendance
BHCS Board of Education	Audit Committee
Trespasz Law Offices, LLP	Bond Counsel
District Treasurer	Central Treasurer, Extra Classroom Activities Fund
Buildings and Grounds Supervisor	Chemical Hygiene Officer
Superintendent or Designee	Chief Emergency Officer
Building Principal	Civil Rights Compliance Officer
Business Manager	Data Protection Officer
Building Principal	Deputy Claims Auditor
Building Principal	Deputy District Clerk
Darlene Rexford	Deputy District Treasurer
Superintendent	Deputy Faculty Auditor
Business Manager & Building Principal	Deputy Purchasing Agent
Darlene Rexford	Deputy Tax Collector

ELECTION OF VICE PRESIDENT

OATH OF OFFICE ADMINISTERED TO VICE PRESIDENT BARNEY AND SUPERINTENDENT COLLINS

APPOINT DISTRICT OFFICERS

Superintendent	Designated Educational Official (DEO)
School Counselor, School Principal and Interim School Administrator	Dignity Act Coordinator
Buildings and Grounds Supervisor	Energy Manager
Crowley & Halloran CPAs, P.C.	External (Independent) Auditor
Maryellen Thomes	Faculty Auditor
Haylor, Freyer & Coon	Insurance Advisor
Business Manager	Federal Child Nutrition Program Hearing Official
School Food Service Director	Federal Child Nutrition Program Reviewing Official
School Food Service Director	Federal Child Nutrition Program Verification Official
Buildings and Grounds Supervisor	LEA Asbestos Designee
School Counselor	McKinney-Vento Homeless Liaison Officer
Superintendent	Purchasing Agent
Business Manager, District Treasurer	Records Access Officer
Superintendent	Records Appeals Officer
Business Manager	Records Management Officer
Law Offices of Guercio & Guercio, LLP	School Attorney
Dr. Thomas P. McCue IV, DDS	School Dentist
Buildings and Grounds Supervisor	School Pesticide Representative
Dr. Alfred Gianfagna	School Physician
CSE Chairperson	Section 504 Compliance Officer in accordance with Rehabilitation Act of 1973
Building Principal, Interim School Administrator, Business Manager	Title IX Coordinator

- Designates that the Community Bank NA, Adams Branch and NYCLASS are the official depositories for all funds of the school district for the school year 2024-2025.
- Designates that the Watertown Daily Times is the official newspaper for the Belleville Henderson Central School District for the year 2024-2025.
- Authorizes the District Treasurer and the Business Manager, after consultation with the Superintendent, to invest school funds in accordance with the investment policy when such funds are available.

OFFICIAL DEPOSITORIES**OFFICIAL NEWSPAPERS****AUTHORIZATION TO INVEST IN SCHOOL FUNDS**

- Establishes the Board of Education meeting dates as follows for the 2024-2025 school year:

Monday, August 5, 2024

Monday, August 19, 2024

Monday, September 16, 2024

Monday, October 7, 2024

Monday, November 4, 2024

Monday, December 9, 2024

Monday, January 13, 2025

Monday, January 27, 2025

Monday, February 10, 2025

Monday, March 10, 2025

Monday, March 31, 2025

Monday, April 14, 2025--BOCES Vote

Monday, May 12, 2025--Budget Hearing 6:30 pm/BOE Meeting 7 pm

Tuesday, May 20, 2025--Annual Budget Vote/Election

Monday, June 9, 2025

Monday, July 14, 2025--Organizational Meeting

Special Board of Education meetings will be scheduled as necessary.

- Authorizes the Superintendent to certify payrolls.
- Authorizes the District Treasurer, Deputy District Treasurer, or Business Manager to sign checks.
- Authorizes the Superintendent to apply for grants in aid.
- Authorizes the Central Treasurer to sign activity fund checks.
- Authorizes the Superintendent to make budgetary transfers up to \$20,000.00 of an appropriation when necessary.
- Authorizes attendance of School Board Members, the School District Clerk, Business Manager, and the Superintendent to local and state conferences with expenses paid by the district and further authorizes the Superintendent to approve attendance at state, local conferences, and required federal conferences for federal grants that the district has been awarded.
- Agrees to participate in the St. Lawrence-Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2024-2025 school year.
- Establishes a petty cash fund in the amount of \$100.00 for the school year 2024-2025. The District Treasurer will be responsible for the petty cash fund.
- Sets the tuition rate as follows for the 2024-2025 school year:
 - \$500 each student/per year
 - \$750 per family/per year

BH BOE 2024-2025 MEETING DATES

AUTHORIZATIONS:

CERTIFY PAYROLLS

SIGNING OF CHECKS

APPLY FOR GRANTS IN AID

SIGN ACTIVITY FUND CHECKS

MAKE BUDGETARY TRANSFERS

ATTEND CONFERENCES

ST. LAWRENCE-LEWIS BOCES COOPERATIVE PURCHASING PROGRAMS

PETTY CASH

SET TUITION RATE

- Sets the mileage rates as follows for the 2024-2025 school year:
\$.50 per mile if choosing not to use a school vehicle
\$.58 per mile if a school vehicle is not available
- Sets the mileage rate for the 2024-2025 school year for use of a bus at actual cost to district.
- Approves the loan of monies to the Lunch Fund and the Federal Fund up to \$25,000 each to meet payrolls and expenses until State Aid is received.
- Readopt all polices and code of ethics in effect during the previous year as implied in Education Law 1709, 2503.

Motion: Roger Eastman

Second: Kristin Vaughn

Motion Carried: 7-0

BONDING

3. Resolved that the personnel in the following titles for the 2024-2025 school year will be bonded:

- District Treasurer according to Education Law §2130; 8 NYCRR §170.2,
- Deputy Treasurer according to Education Law §1720,
- Tax Collector according to Education Law §2130; 8 NYCRR §170.2,
- Deputy Tax Collector,
- Deputy Claims Auditor,
- Extra Classroom Activities Fund Central Treasurer according to 8 NYCRR §172.5,
- Internal Claims Auditor according to Education Law §2527; 8 NYCRR §170.2.

This will be accomplished through use of a blanket bond of \$1,000,000 in lieu of specific official undertakings according to Public Officers Law §11

Motion: Roger Eastman

Second: Gary Ramsdell

Motion Carried: 7-0

MEMBERSHIP

4. Resolved, that this Board of Education authorizes membership and payment of annual dues to the following organizations:

- Jefferson Lewis School Boards Association
- New York State School Boards Association
- Rural Schools Association of NYS

Motion: Roger Eastman

Second: Gary Ramsdell

Motion Carried: 7-0

REPRESENTATIVE TO JEFERSON-LEWIS SCHOOL BOARDS ASSOCIATON (JLSBA)

5. Resolved, that this Board of Education appoints Roger Eastman to act as Executive Committee delegate and Anthony Barney as alternate and Dennis Jerome as Legislative Representative of the Belleville Henderson School District Board of Education to the Jefferson Lewis School Boards Association

Motion: Roger Eastman

Second: Kristin Vaughn

Motion Carried: 7-0

SET MILAGE RATE FOR USE OF SCHOOL VEHICLE

SET MILEAGE RATE FOR USE OF SCHOOL BUS

APPROVE LOAN OF MONIES TO LUNCH FUND AND FEDERAL FUND

READOPT ALL POLICIES AND CODE OF ETHICS

BONDING

AUTHORIZE MEMBERSHIP AND PAYMENT OF DUES

APPONT JLSBA EXECUTIVE COMMITTEE DELEGATE, ALTERNATE, AND LEGISLATIVE REPRESENTATIVE

CSE & CPSE COMMITTEE APPOINTMENTS

6. Resolved, that this Board of Education appoints the following for the 2024-2025 school year:

Committee on Pre-School Special Education:

- District CSE Chairperson
- Not <1 General Education Teacher (If child is or may be in general education)
- Not <1 Special Education Teacher/Provider
- Parents of the Student
- Additional parent member, if requested (72 hrs)
- Representative from Early Intervention, by request for transition to CPSE
- Representative from Municipality, Invited

Committee on Special Education:

- District CSE Chairperson
- School Psychologist
- Not <1 General Education Teacher (If child is or may be in general education)
- Not <1 Special Education Teacher/Provider
- Parents of the Student
- Additional parent member, if requested (72 hrs)
- School Physician, if requested (72 hrs)
- Agency Representative – for transition planning, or when considering residential or more restrictive placement, with parent consent
- Student, if appropriate

The Subcommittee on Special Education:

- District CSE Chairperson
- School Psychologist (for new psych evaluation. or change to more intensive staff ratio)
- Not <1 General Education Teacher (If child is or may be in general education)
- Not <1 Special Education Teacher/Provider
- Parents of the Student
- Agency Representative – for transition planning, or when considering residential or more restrictive placement, with parent consent
- Student, if appropriate

The Manifestation Team:

- District CSE Chairperson
- School Psychologist
- Pre-K – 12 Principal
- Not <1 General Education Teacher (If child is or may be in general education)
- Not <1 Special Education Teacher/Provider
- Parents of the Student
- Student, if appropriate

Impartial Hearing Officers:

- Certified by Commissioner of Education for Jefferson County

CSE & CPSE COMMITTEE APPOINTMENTS

504 Coordinator:

- CSE Chairperson

Medicaid Compliance Officer:

- CSE Chairperson

Motion: Kristin Vaughn

Second: Gary Ramsdell

Motion Carried: 7-0

ADJOURNMENT

Resolved, that at 7:12 p.m. that this meeting be adjourned.

Motion: Roger Eastman

Second: Anthony Barney

Motion Carried: 7-0

ADJOURNMENT

Respectfully Submitted,



Sally Kohl,
District Clerk