

**ORGANIZATIONAL MEETING  
and REGULAR MEETING  
BOARD OF EDUCATION  
MADRID-WADDINGTON CENTRAL SCHOOL  
Monday, July 1, 2024  
High School Library  
6:30 PM**

- I. Call to Order
- II. Pledge of Allegiance
- III. Administration of Oath(s)
- IV. Election of Officers  
President  
Vice President  
Administration of Oaths
- V. **Action Items:** Official depositories, positions and school newspaper

**Appointments:** District Clerk – Julie Abrantes  
District Treasurer – Lisa Tyo  
Deputy Treasurer – Patricia Bogart  
Tax Collector – Julie Moots  
School Physician – Claxton Hepburn Hospital – John Duffy, M.D.  
School Attorney – Andrew W. Silver, Esq. & Bond, Schoeneck & King Attorneys  
Records Access/Management Officer – Julie Abrantes  
District Web Master(s) - Michelle Burke  
Chemical Hygiene Officer – Eric Burke  
Title IX Coordinator(s) – Julie Abrantes and Joseph Binion  
Civil Rights Compliance Officer(s) (Title VI): Eric Burke  
Dignity Act Coordinator (per Policy #7551) – Elementary: Nicole Weakfall  
Jr-Sr High School: Joseph Binion  
Federal Funding Coordinator: Eric Burke

Official Depository - Community Bank, Chase, Fidelity Investments  
Purchasing Agent – Julie Abrantes  
Official Newspaper(s) – Watertown Daily Times  
Private Auditor – Bowers & Company CPA's PLLC  
Internal Claims Auditor – Joseph Binion  
District's representative to Excellus BCBS - Julie Abrantes and Eric Burke  
District's representative on Board of Directors of St. Lawrence-Lewis Counties School District  
Worker's Compensation Plan – Julie Abrantes  
District's alternate representative on Board of Directors of St. Lawrence-Lewis Counties School  
District Worker's Compensation Plan – Eric Burke  
Asbestos Control Officer – James Murray  
CSE, Sub-CSE and CPSE Committee Membership

- VI. Security Bonds for employees who handle funds:  
Lisa Tyo, Treasurer - \$200,000  
Patricia Bogart, Deputy Treasurer - \$200,000  
Julie Moots, Tax Collector - \$200,000  
Julie Abrantes, District Clerk - \$200,000  
Blanket Bond – all other employees who handle funds - \$10,000

- VII. Authorization to conduct school business**
  - Superintendent to make budget transfers in accordance with Education Law
  - Superintendent to certify payroll(s)
  - Superintendent to invest funds along with the District Clerk
  - Superintendent to establish Petty Cash funds in an amount not to exceed \$100; Education Law (1709-29)
  - Membership in NYS School Boards; St. Lawrence-Lewis School Boards Association, and Rural Schools Association
  - Advance of monies for School Board members, administration and staff for travel and conferences pursuant to Chapter 413 of the Laws of 1974
  - Use of single signature checks
  - Superintendent of Schools and District Clerk to borrow such money as may be needed to properly run the school in anticipation of public money and to execute revenue anticipation notes not to exceed \$1,000,000 on the signature of the President of the Board and the District Clerk.
  - Superintendent of Schools to authorize participation in the St. Lawrence-Lewis BOCES Cooperative Purchasing Agreement
  - Superintendent to apply for Grants in Aid (State and Federal)
  - Superintendent to approve the attendance of staff to conferences
  - Adoption of all Policies and Code of Ethics as in effect during the previous year
  - Resolution: NYSL & ERS Appointed Employees' Standard Work Day
- VIII. Establishment of District Rates**
  - Mileage @ Federal Rate
  - Meal Reimbursement @ Federal Set Rate per location
  - Substitute Reimbursement Rates
- IX. Board of Education Committee(s) – appointment of members to committees for 2024-25**
- X. Acceptance of Minutes of June 11, 2024 regular board meeting**
- XI. Public Comment (3 minute limit per person)**
- XII. Reports**
  1. CSE Report
  2. CSE Recommendations
    - Action Item: Acceptance of Recommendations
  3. High School Principal
    - 3-Year Regents Report
  4. Elementary School Principal
    - End of Year
- XIII. Superintendent's Report**
  1. Capital Project
  2. Liberty Utilities Grant of Easement
    - Action Item: Approval of Easement
- IX. Discussion of Old or New business**
  1. Code of Conduct
    - Action Item: Approval of Code of Conduct
  2. 2024-2025 Elementary Student Handbook
    - 1st Read
  3. 2024-2025 Jr. - Sr. High Student Handbook
    - 1st Read
  4. 2024-2025 District Wide Safety Plan
    - Action Item: Approval of District Wide Safety Plan
  5. 2024-2025 Building Level Plan
    - Action Item: Approval of Building Level Plan

**XV. Personnel**

**1. Action Item: Approval of Personnel**

**XVI. Executive Session**

*(For the purpose of discussion related to the medical, financial or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation).*

**XVII. Adjournment**

**Upcoming Dates...**

*August 20*

*Sept. 3 & 4*

*Sept. 5*

*Board of Ed meeting 6:30 PM*

*Opening Staff Development Days*

*Opening Day for Students*