

Chittenango Central School District  
**Organizational Board of Education Meeting**  
**Chittenango Middle School**  
July 9, 2024  
6:30 PM

**AGENDA**

The Clerk of the 2023-2024 Board of Education calls the meeting to order.

**OATH OF OFFICE**

1. The Oaths of Office shall be administered to Dana Kent, Daniel E. Mayer, Jason Thomas, and Russell E. Wehner.

**APPOINTMENT OF THE CLERK OF THE BOARD**

2. It is recommended that Scott P. Mahardy be appointed Clerk of the Board of Education for 2024-2025.

**ELECTION OF OFFICERS**

3. Election of the President of the Board of Education.
  - a. President assumes the duties of the office.
4. Election of the Vice President of the Board of Education.
  - a. Oaths of Office are administered to the President, Vice President, Superintendent, and Clerk of the Board of Education.

**OTHER APPOINTMENTS AND PROCEDURES**

5. It is recommended that the following personnel be appointed to the following responsibilities for the 2024-2025 school year. It is further recommended that no additional or further financial remuneration or salary be granted for the assumption of these duties:
  - a. District Treasurer: Matthew Morkel
  - b. Attendance Officers: Building Principals
  - c. Census Enumerator: Jason P. Clark
  - d. Purchasing Agent: Scott P. Mahardy
  - e. Student Activity Account Treasurers:  
Brenda VanDusen – Chittenango High School  
Kelly Seale – Chittenango Middle School

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- f. Student Activity Account Chief Faculty Counselors:  
Nicholas Fersch – Chittenango High School  
Brendon Willey – Chittenango Middle School
  - g. Information Center: Scott P. Mahardy
  - h. Staff and Student Records Officers:  
Michael R. Eiffe, Jason P. Clark, and Building Principals  
Support Staff Records Officer: Scott P. Mahardy
  - i. Parliamentarian of the Board: Scott P. Mahardy
  - j. Director of Health Insurance & Workers' Compensation Consortium:  
Scott P. Mahardy
  - k. Payroll Certification Clerk: Scott P. Mahardy
  - l. Safety/Compliance Officer: OCM BOCES
  - m. Title IX Compliance Officers: Jason P. Clark and Melissa Stanek
  - n. State and Federal Grants in Aid Application Signator:  
Michael R. Eiffe, Jason P. Clark, or Scott P. Mahardy
  - o. Claims Auditor: Lynda Stankavage
  - p. Data Protection Officer: Nicholas Lefort
6. It is recommended that the following persons or firms be appointed for the 2024-2025 school year and contract(s) be drawn where applicable:
- a. Tax Collector – Matthew Morkel/Jennifer Kimber
  - b. School Attorneys – Ferrara Fiorenza P.C.  
Law Firm of Frank W. Miller  
Dominic D'Imperio, Esq.
  - c. School Auditor – Grossman St. Amour Certified Public Accountants
  - d. Internal Auditor – Bonadio & Co.
  - e. School Physician – Tri-Valley Family Practice, P.L.L.C.
  - f. School Architect – King & King Architects

## g. Insurance Carriers and Agents:

**Employee Health Insurance**

Cooperative Health Insurance Fund of Central New York

**Employee Dental Insurance**

Guardian, Delta Dental

NYS Teamsters Council Health and Hospital Fund

**Life Insurance and Disability Plan**

First Reliance Standard, Mutual of Omaha, ShelterPoint

**Student Accident Insurance**

Philadelphia Insurance Company

**Workers' Compensation**

Onondaga-Cortland-Madison Workers' Compensation Consortium

**Long-Term Disability Plan**

UNUM, Guardian

**General Liability Insurance Company**

Haylor, Freyer &amp; Coon

## h. Insurance Advisors and Consultants:

**Health, Dental, Disability, and Life**

OneDigital Health and Benefits

## i. Official Depositories:

Any bank doing business in Onondaga or Madison Counties, or New York State approved Municipal Cooperative, including NYCLASS

## j. Official Newspapers:

Syracuse Post-Standard

## k. Paying Agents for Serial Bonds:

Depository Trust Company and Deutsche Trust Company of America

## l. Bond Council:

Trespasz &amp; Marquardt, LLP

## m. Special Education Appointments:

**Committee on Special Education Chairperson**

Benjamin New

**Committee on Preschool Special Education Chairperson**

Benjamin New

## m. Special Education Appointments: (continued)

**Committee on Special Education Members**

Psychologists – Erin Allen, Christian Rohrer, Danielle Caivana  
 Parents – Karen Clark, Linda Emad, or others to be announced  
 The Child’s General Education Teacher(s) as per Federal  
 Regulation §300D.321a  
 The Child’s Special Education Teacher/Provider as per Federal  
 Regulation §300D.321a  
 School Physician – Tri-Valley Family Practice, P.L.L.C.

**Committee on Preschool Special Education Members**

Chairperson – Benjamin New  
 Parent Member – Karen Clark, Linda Emad, or others to be announced  
 Appropriate Professional and/or Child’s Teacher as per §4410 (3)  
 Education Law  
 Municipality Representative

**Representative for Special Education Mediation**

Benjamin New

**Surrogate Parents Listing for Use by the CSE and/or CPSE**

Karen Clark

**Subcommittee on Special Education**

Chairperson – Benjamin New  
 The Child’s General Education Teacher(s) as per Federal  
 Regulation §300D.321a  
 The Child’s Special Education Teacher/Provider as per Federal  
 Regulation §300D.321a  
 Psychologists – Erin Allen, Christian Rohrer, Danielle Caivana

**Subcommittee on Preschool Special Education Members**

Chairperson – Benjamin New  
 Appropriate Professional and/or Child’s Teacher as per §4410 (3)  
 Education Law  
 Municipality Representative

**Manifestation Team**

Chairperson – Benjamin New  
 The Child’s General Education Teacher(s)  
 The Child’s Special Education Teacher

Psychologists – Erin Allen, Christian Rohrer, Danielle Caivana  
Guidance Counselor

**Rotational List of Impartial Hearing Officers** (Authorization is given to the Superintendent of Schools to contact one or more of the hearing officers as the need arises.) Resumes of Impartial Hearing Officers are maintained in the Special Education Office.

Daniel Ajello	Craig Goldsmith	Leah Murphy
Lynn Almeleh	David Gronbach	Patricia Murrell
Guljit Bains	Vanessa Gronbach	David Oakes
Susan Barbour	Jeffrey Guerra	Hashim Rahman
Angelica Cappellino	Peter Hoffman	Mitchell Regenbogen
Diane Cohen	Richard Kass	Kenneth Ritzenberg
Ellen Cutler-Igoe	Jeanne Keefe	Brad Rosken
Audrey Daniel	Judith Kramer	Jerome Schad
Edgar Deleon	Dora Lassinger	Jeffrey Schiro
Maryanne Dimeo	Michael Lazan	Judith Schneider
Sharyn Finkelstein	Nancy Lederman	Stephanie Seto
Lana Flame	Lisa Litvin	Israel Wahrman
Steven Forbes	Kenneth Lynch	James Walsh
Jan Gawthrop	Ann Marquez	Sebastian Weiss
Harriet Gewirtz	James McKeever	Mindy Wolman
Randy Glasser	Tina Millman	

### 504 Appointments

Section 504 Coordinator

Benjamin New

504 Team Members

The Child's General Education Teacher(s)

Service Provider when necessary

Psychologists – Erin Allen, Christian Rohrer, Danielle Caivana  
Guidance Counselors

n. Fire Inspector – OCM BOCES

7. It is recommended that the Board of Education President and Vice President be authorized to appoint an Impartial Hearing Officer as per Part 200 of the Regulations of the Commissioner.
8. It is recommended that the following petty cash accounts be established for the 2024-2025 school year:

<u>Location</u>	<u>Fund</u>	<u>Amount</u>	<u>Responsible Person</u>
District Office	General	\$50.00	Scott P. Mahardy
Bolivar Road	General	\$50.00	Kara May
High School	Student Activity	\$100.00	Nicholas Fersch
Food Service	School Lunch	\$335.00	Matthew Morkel

9. It is recommended that the single-signature-check procedure with checks printed at BOCES be continued and signed by the District Treasurer.
10. It is recommended that in the case of incapacity of the District Treasurer to perform his or her duties of check signing, Melody Halsey, Office Assistant II, shall be so designated.
11. It is recommended that the current Board of Education policies and bylaws remain in effect during the 2024-2025 school year, unless modified by the Board of Education.
12. It is recommended that Gabrielle Sgroi be appointed as District Clerk Pro Tem for the 2024-2025 school year.
13. It is recommended that Benjamin New be designated as the Chittenango Central School District Medicaid Compliance Officer for the 2024-2025 school year.
14. It is recommended that the Director of Special Education, Benjamin New, be an authorized representative of the Board of Education to sign NYSED STAC (Systems to Track and Account for Children) requests.
15. It is recommended that the following administrators be appointed Dignity for All Students Act coordinators for their respective buildings for the 2024-2025 school year:

**Name****Building**

Nicholas Fersch/Jay Altobello/David Gryczka  
 Brendon Willey/David Gryczka  
 Kara May/Amy Sumner  
 Melissa Stanek  
 Jason Clark

Chittenango High School  
 Chittenango Middle School  
 Bolivar Road Elementary  
 Bridgeport Elementary  
 All

**OTHER ORGANIZATIONAL MEETING BUSINESS**

16. Other organizational meeting business may be addressed by:
  - a. Board Member
  - b. Superintendent
  - c. Visitor