



A G E N D A

REORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION

CROWN POINT CENTRAL SCHOOL DISTRICT

TUESDAY, JULY 15, 2024

7:00 P. M.

SCHOOL AUDITORIUM

1. **CALL TO ORDER** (Board President)
2. **PLEDGE OF ALLEGIANCE** (Board President)
3. **ELECTION OF TEMPORARY CHAIRPERSON**
Recommended Action: "That the Board of Education appoint Tara S. Celotti, Superintendent of Schools, as Temporary Chairperson."
4. **ROLL CALL OF BOARD MEMBERS** - Temporary Chairperson
5. **APPOINTMENT OF DISTRICT CLERK** - Oath of office administered by the Temporary Chairperson.
Recommended Action: "That the Board of Education appoint Karla Vigliotti as School District Clerk for the 2024-2025 school year, effective July 1, at an annual salary of \$16,099."
6. **OATH OF OFFICE – NEW BOARD OF EDUCATION MEMBERS** - Oath of office administered by the District Clerk.
 - a) Sierra Harrington July 2027
 - b) Cara Cowan July 2027
7. **ELECTION OF OFFICERS** – Repeat 3 times
 - a. Nominations for Board of Education President
 - b. Nominations for Board of Education Vice President
8. **APPOINTMENT OF OFFICERS** - Oath of office administered by the Board of Education District Clerk
 - a. Board of Education President
Recommended Action: "That the Board of Education appoint _____ as President for the 2024-2025 school year."

- b. Board of Education Vice President
Recommended Action: "That the Board of Education appoint _____ as Vice President for the 2024-2025 school year."

9. **PERSONNEL APPOINTMENTS**

- a. School Treasurer: Victoria Russell - Oath of office administered by the Board of Education President
Recommended Action: "That the Board of Education appoint Victoria Russell as School District Treasurer for the 2024-2025 school year at an annual salary of \$54,766, as presented."
- b. Deputy Treasurer: Brandy Harrington - Oath of office administered by the Board of Education President
Recommended Action: "That the Board of Education appoint Brandy Harrington as School District Deputy Treasurer for the 2024-2025 school year at an annual salary of \$39,420, as presented."
- c. Claims Auditor:
Recommended Action: "That the Board of Education appoint Margaret Polhironakis as Claims Auditor for the 2024-2025 school year, effective 7/1/2024, at an annual stipend of \$4,000, as presented."
- d. Deputy Claims Auditor:
Recommended Action: "That the Board of Education appoint Karla Vigliotti as Deputy Claims Auditor for the 2024-2025 school year, effective 7/1/2024, at an annual stipend of \$1,000, as presented."

10. **OTHER APPOINTMENTS**

- Recommended Action:** "That the Board of Education appoint, for the 2024-2025 school year..."
- a. Local School Attorneys: Stafford, Owens, Murnane, Kelleher, Miller, Meyer & Zedick PLLC, Plattsburgh, \$230 per hour for all attorneys, whether partner or associate; \$130 per hour for law clerks; and \$100 per hour for paralegals.
 - b. CSE/CPSE School Attorneys: Ferrara Fiorenza, P.C., \$235 per hour for partners, senior counsel and counsel attorneys; hourly rate between \$200 and \$230 for associate attorneys, based on experience level; \$160 per hour for law clerks; \$140 per hour for paralegals.
 - c. School Physician: Hudson Headwaters, \$6,686, per school year.
 - d. School Auditor: Telling & Hillman, PC, \$14,500 - school year 2023-2024. Plus, Federal Single Audit at \$4,000 for 2023-2024.
 - e. Tax Collector: Kama Ingleston, \$2,352 annually.
 - f. Deputy Tax Collector: Lori Cutting, \$1,000 annually.
 - g. Hazardous Materials Coordinator: Caleb Spaulding, \$500 annually.
 - h. Records Access Officer: Karla Vigliotti
 - i. Records Management Officer: Karla Vigliotti, \$15.50/hour.
 - j. Census Taker: Jennifer Sours \$750 stipend plus mileage.

- k. Attendance Officer: Kellie Bilow, \$2,000 per school year.
- l. Superintendent of Schools as the:
 - Title I Coordinator
 - Drug/Alcohol Testing Coordinator
 - Title IX Compliance Officer in conjunction with the School Nurse
 - Chief Information Officer (data)
 - Dignity For All Students Act –DASA Coordinator
 - Home Education Coordinator
 - Drug/Alcohol Testing Coordinator Alternate
 - CSE/CPSE District Representative
 - Data Protection Officer
- m. Treasurer as Assistant Grants Coordinator, (Title I/Special Education), \$3,500 stipend annually.
- n. Title IX Compliance Officers: School Nurse and the Superintendent of Schools.
- o. List of 2024-2025 Impartial Hearing Officers for the Committee on Special Education, on a per diem basis, as per current SED website listing
- p. Deputy Treasurer as Extra Class Account Treasurer
- q. CSE/CPSE Clerk: Brandy Harrington \$7,500 stipend annually.

11. BONDING OF PERSONNEL

Recommended Action: “That the Board of Education bond the following individuals, as listed, for the 2024-2025 school year...”

- a. Superintendent of Schools: \$500,000 per occurrence
- b. Assistant Superintendent for Business: \$500,000 per occurrence
- c. District Treasurer: \$500,000 per occurrence
- d. Deputy Treasurer: \$500,000 per occurrence
- e. Tax Collector: \$500,000 per occurrence
- f. Deputy Tax Collector: \$500,000 per occurrence
- g. Claims Auditor: \$100,000 per occurrence
- h. All other school district employees: \$100,000 per occurrence

12. DESIGNATIONS

Recommended Action: “That the Board of Education designate...”

- a. The Champlain National Bank as the District’s official depositories for the 2024-2025 School year.
- b. The Sun Community News and Press-Republican as the District’s official Newspapers for the 2024-2025 school year.

13. AUTHORIZATIONS

Recommended Action: “That the Board of Education authorize...”

- a. The Assistant Superintendent for Business to certify payrolls and appoint her as School District Purchasing Agent.

- b. Expenses for the Superintendent of Schools and the Board of Education members who wish to attend state/county conferences/workshops during the school year.
- c. The District Treasurer and/or Deputy Treasurer to open a Petty Cash fund in the amount of \$100.00.
- d. The District Treasurer and/or Deputy Treasurer to pay monthly utility bills and bills associated with contracts.
- e. Signatures of the Assistant Superintendent for Business and/or the Treasurer/Deputy Treasurer on checks.
- f. The Assistant Superintendent of Business to approve budget transfers up to \$20,000 and report transfers to the Board of Education at the next regular meeting.

14. OTHER ITEMS

Recommended Action: “That the Board of Education authorize...”

- a. The Superintendent and/or appropriate staff to apply for federal and state grants and/or funding in compliance with state and federal guidelines and regulations.
- b. The payment of the I.R.S. rate for travel
- c. NYS School Boards Association
 - 1. Membership
 - 2. Appointment of Legislative Liaison _____
- d. The Budget Calendar for the 2024-2025 school year – Attached
- e. 2024-2025 Board of Education Committees - Attached

15. ADJOURNMENT