

MINUTES
PUBLIC MEETING OF THE BOARD OF EDUCATION
CROWN POINT CENTRAL SCHOOL DISTRICT
REORGANIZATIONAL MEETING
TUESDAY, JULY 15, 2024 - 7:00 PM
SCHOOL DISTRICT AUDITORIUM

CALL TO ORDER

Board President Mitch St. Pierre called this meeting to order at 7:02 P.M.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

Michael St. Pierre, Board President
Florence St. Pierre-Sears, Board Vice-President
Cara Cowan
Jodi Ingleston

OTHERS PRESENT

Tara S. Celotti, Superintendent
Vicki Russell, District Treasurer
Karla J. Vigliotti, District Clerk
Brandy Harrington, Deputy District Treasurer
Shane Thelen, CPTA President

ELECTION OF TEMPORARY CHAIRPERSON

Motion made by Mrs. Ingleston, second by Mrs. St. Pierre-Sears, that the Board of Education appoint Tara S. Celotti, Superintendent of Schools, as Temporary Chairperson. All in Favor – Motion Carried 3-0

ROLL CALL OF BOARD MEMBERS – Michael St. Pierre, Florence St. Pierre Sears, and Jodie Ingleston, administered by Mrs. Celotti, Temporary Chairperson.

APPOINTMENT OF DISTRICT CLERK

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint Karla Vigliotti as School District Clerk for the 2024-2025 school year, effective July 1, 2024 at an annual salary of \$16,099. All in Favor – Motion Carried 4-0 Oath of Office administered by Mrs. Celotti, Temporary Chairperson.

OATH OF OFFICE – NEW BOARD OF EDUCATION MEMBERS – Cara Cowan - Oath of office administered by the Mr. St. Pierre, Board President.

ELECTION OF OFFICERS

Board of Education President - Mrs. Ingleston nominated Michael St. Pierre for Board of Education President. Three times Tara S. Celotti, Temporary Chairperson asked for nominations from the Board of Education for President, no other nominees were presented. **Motion** made by Mrs. Ingleston, second by Mrs. Cowan, that the Board of Education elect Michael St. Pierre as President of the Board of Education for the 2024-2025 school year. All in Favor – Motion Carried 3-0-1. Oath of Office administered by Mrs. Vigliotti, District Clerk.

Board of Education Vice President - Mrs. Ingleston nominated Florence St. Pierre-Sears for Board of Education Vice President. Three times Tara S. Celotti, Temporary Chairperson asked for nominations from the Board of Education for Vice President, no other nominees were presented. **Motion** made by Mrs. Ingleston, second by Mrs. Cowan, that the Board of Education

elect Florence St. Pierre-Seats as Vice President of the Board of Education for the 2024-2025 school year. All in Favor – Motion Carried 3-0-1. Oath of Office administered by Mr. St. Pierre, Board President.

PERSONNEL APPOINTMENTS

School Treasurer - Motion made by Mrs. Ingleston, second by Mrs. St. Pierre-Sears, 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. All in Favor – Motion Carried 4-0. Oath of Office administered by Mr. St. Pierre, School Board President.

Deputy Treasurer - Motion made by Mrs. St. Pierre-Sears, second by Mrs. Cowan, 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. All in Favor – Motion Carried 4-0. Oath of Office administered by Mr. St. Pierre, School Board President.

Claims Auditor - Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston that the Board of Education appoint Margaret Polhironakis as Claims Auditor for the 2024-2025 school year, effective July 1, 2024, at an annual stipend of \$4,000, as presented. All in Favor – Motion Carried 4-0.

Deputy Claims Auditor - Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint Karla Vigliotti as Deputy Claims Auditor for the 2024-2025 school year, effective July 1, 2024, at an annual stipend of \$1,000, as presented. All in Favor – Motion Carried 4-0.

OTHER APPOINTMENTS

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year 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. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year 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. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year School Physician: Hudson Headwaters, \$6,686, per school year. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year School Auditor: Telling & Hillman, PC, \$14,500 – school

year 2023-2024. Plus, Federal Single Audit at \$4,000 for 2023-2024. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year Tax Collector: Kama Ingleston, \$2,352 annually. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year Deputy Tax Collector: Lori Cutting, \$1,000 annually. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year Hazardous Materials Coordinator: Caleb Spaulding, \$500 annually. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year Records Access Officer: Karla Vigliotti. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year Records Management Officer: Karla Vigliotti, \$15.50/hour. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year Census Taker: Jennifer Sours \$750 stipend plus mileage. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year Attendance Officer: Kellie Bilow, \$2,000 per school year. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year 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, and Data Protection Officer. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year Treasurer as Assistant Grants Coordinator, (Title I/Special Education/Lunch), \$3,500 stipend annually. All in favor – Motion Carried 5-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year Title IX Compliance Officers: School Nurse and the Superintendent of Schools. All in favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, the list of 2024-2025 Impartial Hearing Officers for the Committee on Special Education, on a per diem basis, as per current SED website listing. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year Deputy Treasurer as Extra Class Account Treasurer. All in Favor – Motion Carried 4-0.

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education appoint, for the 2024-2025 school year CSE/CPSE Clerk Brandy Harrington, \$7,500 stipend. All in Favor – Motion Carried 4-0.

BONDING OF PERSONNEL

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education bond the Superintendent of Schools: \$500,000 per occurrence, for the 2024-2025 school year. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mr. Ingleston, that the Board of Education bond the Assistant Superintendent for Business: \$500,000 per occurrence for the 2024-2025 school year. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education bond the District Treasurer: \$500,000 per occurrence for the 2024-2025 school year. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education bond the Deputy District Treasurer: \$500,000 per occurrence for the 2024-2025 school year. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education bond the Tax Collector: \$500,000 per occurrence for the 2024-2025 school year. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education bond the Deputy Tax Collector: \$500,000 per occurrence for the 2024-2025 school year. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education bond the Claims Auditor: \$100,000 per occurrence for the 2024-2025 school year. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education bond the All-other school district employees: \$100,000 per occurrence for the 2024-2025 school year. All in Favor – Motion Carried 4-0

DESIGNATIONS

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education designate The Champlain National Bank as the District's official depositories for the 2024-2025 school year, as presented. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education designate The Sun Community News and Press-Republican as the District's official newspapers, for the 2024-2025 school year, as presented. All in Favor – Motion Carried 4-0

AUTHORIZATIONS

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education authorize the Assistant Superintendent for Business to certify payrolls and appoint her as School District Purchasing Agent. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education authorize expenses for the Superintendent of Schools and the Board of Education members who wish to attend state/county conferences/workshops during the school year. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education authorize the District Treasurer and/or Deputy Treasurer to open a Petty Cash fund in the amount of \$100.00. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education authorize the District Treasurer and/or Deputy Treasurer to pay monthly utility bills and bills associated with contracts. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education authorize signatures of the Assistant Superintendent for Business and/or the Treasurer/Deputy Treasurer on checks. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears second by Mrs. Ingleston, that the Board of Education 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. All in Favor – Motion Carried 4-0

OTHER ITEMS

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education authorize 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. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education authorize the payment of the I.R.S. rate for travel. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education authorize NYS School Boards Association, Membership, Appointment of Legislative Liaison Anita Johnson. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education authorize the Budget Calendar for the 2024-2025 school year, as presented. All in Favor – Motion Carried 4-0

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education authorize the 2024-2025 Board of Education Committees, as presented. All in Favor - Motion Carried 4-0

ADJOURNMENT

Motion made by Mrs. St. Pierre-Sears, second by Mrs. Ingleston, that the Board of Education adjourn this meeting at 7:13 P.M. All in Favor - Motion Carried 4-0

Respectfully Submitted,

Karla J. Vigliotti
District Clerk