

**MINUTES OF REORGANIZATIONAL AND  
REGULAR MEETING  
OF THE BOARD OF EDUCATION  
NEWARK VALLEY CENTRAL SCHOOL DISTRICT**

July 13, 2020

The Newark Valley Central School District Board of Education met in regular session at 3:00 p.m. The following Board Members were in attendance: Randal H. Kerr, James Phillips, Susan Watson, Anthony D. Tavelli, Lisa Jensen and Stuart Wandell. Board Member Sarah Hines was absent. The following school personnel were in attendance Ryan Dougherty, Todd Schaffer, Ji Katchuk and Tina Engelhard.

ATTENDANCE

On the motion by S. Watson, and seconded by J. Phillips, Tina A. Engelhard was appointed District Clerk for the 2020-2021 school year with a \$6,500 stipend.

APPROVE 2020-2021  
DISTRICT CLERK

Vote: 6 Yes 1 Absent 0 No Motion carried.

Tina A. Engelhard was administered the Oath of Office for District Clerk.

ADMIN OATH OF OFC –  
TINA ENGELHARD-  
DISTRICT CLERK

On the motion by J. Phillips, and seconded by S. Watson, to nominate Randal Kerr to serve as President of the Board of Education for the 2020-2021 school year. There were no other nominations.

NOMINATE BOE PRES

Vote: 6 Yes 1 Absent 0 No Motion carried.

R. Kerr was elected as President of the Board and the Oath of Office was administered.

ADMIN OATH OF OFC –  
R. KERR, PRESIDENT

On the motion by J. Phillips, and seconded by A. Tavelli, to nominate Susan Watson to serve as Vice President of the Board of Education for the 2020-2021 school year. There were no other nominations.

NOMINATE BOE VICE  
PRES

Vote: 6 Yes 1 Absent 0 No Motion carried.

S. Watson was elected as Vice President of the Board and the Oath of Office was administered.

ADMIN OATH OF OFC –  
S. WATSON, VICE PRES

Motion by J. Phillips, and seconded by L. Jensen, to approve the appointment of the following Officers for 2020-2021:

District Treasurer: Patricia Walsh, No Stipend  
Deputy Treasurer: Jacob Gallagher, No Stipend

APPROVE 2020-2021  
APPTS – DISTRICT  
TREASURER, DEPUTY  
TREASURER

Vote: 6 Yes 1 Absent 0 No Motion carried.

Motion by A. Tavelli, and seconded by S. Watson, for the approval of the following appointments:

APPROVE APPTS –

Appoint School Attorney: Hogan, Sarzynski, Lynch, Surowka & DeWind, Binghamton, New York

SCHOOL ATTORNEYS,  
BOND COUNSEL,  
CENSUS ENUMERATOR,  
ATTENDANCE OFCR,  
INTERNAL CLAIMS  
AUDITOR, DEPUTY  
INTERNAL CLAIMS  
AUDITOR, DISTRICT  
AUDITOR, INTERNAL  
AUDIT SRVC, EXTRA  
CLASSROOM  
TREASURER, BOE REP  
TO B-T SCHOOL BRDS  
ASSOC LEGISLATIVE  
COMMITTEE, BOE REP  
B-D-T COOP HEATH INS  
ARRANGE-MENT, BOE  
REP TO WRKRS' COMP  
SELF-INSURANCE  
ALLIANCE, RECORDS  
ACCESS OFCR, SAFETY  
OFCR, COMPLIANCE  
OFCR, FISCAL OFCR,  
RECORDS MGMT OFCR,  
DASA COORD, REAPPT  
DISTRICT PHYSICIAN

Appoint Bond Counsel: Squire Patton Boggs, LLP

Census Enumerator: Scott Wandell

Attendance Officer: Scott Wandell, No Stipend

Internal Claims Auditor: Broome-Tioga BOCES Central Business Office

Extra Classroom Treasurer: Diane Obregon, \$5,250 Stipend

Board of Education Representative to Broome-Tioga School Boards Association

Legislative Committee: Randal H. Kerr

Board of Education Representative to Broome-Delaware-Tioga Cooperative Health Insurance Arrangement: Randal H. Kerr and Alternate Representative(s): Susan Watson

Board of Education Representative to Workers' Compensation Self Insurance Alliance: Randal H. Kerr and Alternate Representative(s): Susan Watson

Records Access Officer: Tina Engelhard, No Stipend

Safety Officer: Scott Wandell, No Stipend

Compliance Officer: Robert Rodgers, No Stipend

Fiscal Officer: Ji Z. Katchuk, No Stipend

Records Management Officer: Tina Engelhard, No Stipend

Dignity for All Students Coordinators: Robert Rodgers, Elementary School Principal, Todd Schaffer, Middle

School Principal, Gregory Asfoury, High School Principal

Reappoint District Physician: United Health Services provider health care services, James Skiff, M.D.

Vote: 6 Yes 1 Absent 0 No Motion carried.

Motion by J. Phillips, and seconded by L. Jensen, for approval of the following designations for the 2020-2021 school year:

**DESIGNATE BANK DEPOSITORIES**

Official Bank Depositories:  
J. P. Morgan Chase Government Banking, One Chase Square, 9th Floor,  
Rochester, NY 14643  
NBT Bank N.A., PO Box 351, Norwich, NY 13815-0351  
M&T Commercial Banking, 68 Exchange St., 2nd Floor, Binghamton, NY  
13901

**DESIGNATE NEWSPAPER**

Official Newspapers:  
Binghamton Press & Sun-Bulletin  
Tioga County Courier

Vote: 6 Yes 1 Absent 0 No Motion carried.

**APPROVE 2020-2021 AUTHORIZATIONS:**

Motion by L. Jensen, and seconded by S. Watson, for approval of the following authorizations for the 2020-2021 school year:

**PAYROLL CERT, PURCHASING AGENT, DEP PURCHASING AGENT, BUDGET TRANSFERS, INTER FUND TRANSFERS, CONF APPROVAL, SIGNING CHECKS**

Payroll Certification: Chief School Officer  
Purchasing Agent: Blake Rowe  
Deputy Purchasing Agent: Tracy Baker  
Budget Transfers: Chief School Officer  
Inter Fund Transfers: RESOLVED, That the District Treasurer, when approved by the Superintendent of Schools and reported to the Board, be authorized to make temporary advances of available general fund monies to other operating funds. Such advances are necessary as a result of cash flow problems arising from delayed payment of State and Federal Aid. At no time will the temporary advances be greater than the amount of State and Federal Aid receivable.  
Conference Approval: Chief School Officer, within budget allocations.  
Signing Checks: Disbursements from all funds except the Extra Classroom Funds will be made by using the single signature of the District Treasurer or in her absence the Deputy Treasurer.

Vote: 6 Yes 1 Absent 0 No Motion carried.

**APPROVE BONDING**

Motion by J. Phillips, and seconded by S. Watson, for bonding:  
Blanket Bond: \$100,000.00

Vote: 6 Yes 1 Absent 0 No Motion carried.

Motion by A. Tavelli, and seconded by L. Jensen, for approval of the following:

**ADOPT 2020-2021 POLICIES**

RESOLVED, That the Policies heretofore in effect at the end of the 2019-2020 school year are hereby adopted as Policies of the 2020-2021 school year.

**ADOPT IRS MILEAGE REIMBURSEMENT**

Adoption of prevailing IRS mileage reimbursement rate.

**ADOPT BOE MEETING CALENDAR**

Calendar of Board of Education Meetings:  
July 13, 2020  
August 31, 2020  
September 21, 2020  
October 13, 2020 (Tuesday)  
October 26, 2020  
November 9, 2020  
November 23, 2020  
December 14, 2020  
January 11, 2021  
January 25, 2021  
February 8, 2021  
February 22, 2021  
March 8, 2021  
March 22, 2021  
April 12, 2021  
April 22, 2021 (Thursday)  
May 10, 2021 (Public Hearing and Regular Meeting)  
May 18, 2021 (School Budget Vote)  
May 24, 2021  
June 14, 2021  
June 28, 2021

Vote: 6 Yes 1 Absent 0 No Motion carried.

The Board then considered regular business presented.

Motion by S. Watson, and seconded by A. Tavelli, for approval of Minutes of June 24, 2020 Regular Board Meeting and the June 24, 2019 Executive Session. **MINUTES**

Vote: 6 Yes 1 Absent 0 No Motion carried.

**Superintendent's Report:** Superintendent Dougherty discussed the District's plan for reopening school in the fall. This plan includes incorporating the recommendations and guidance from the Centers for Disease Control and Prevention (CDC), the New York State Department of Health (NYSDOH) and the New York State Education Department (NYSED). All plans are due to the State at the end of July with a final decision to be announced the first week of August. Additionally, the Leadership Team has met and finalized the committee to include the Leadership Team, a lead Nurse, a Guidance Counselor, a Social Worker and the NYSUT President to work together in adherence and accordance to the guidelines. Discussions followed (i.e., flexibility). Mr. Dougherty discussed a hybrid module and synchronized distance learning. Discussions followed on concerns, physical education for young children, learning space, legal guidance, substitute teachers, bussing and extracurricular activities.

**New Business:**

Motion by L. Jensen, and seconded by S. Watson, for approval of resolutions 7-20-G1, 7-20-G2, 7-20-G3, 7-20-G4, 7-20-G5, 7-20-G6, 7-20-G7, 7-20-G8, 7-20-G9, 7-20-G10, 7-20-G11, 7-20-G12 and 7-20-G13

**7-20-G1**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, that the Board of Education hereby approves appointment of the following Committee on Preschool Special Education and list of Preschools within Tioga County and adjoining Counties:

**APPT COMMITTEE ON  
PRESCHOOL EDUCA-  
TION AND APPROVED  
PRESCHOOLS**

1. The parents of the preschool child,
2. An additional parent member of a child with a disability residing in the school district or a neighboring school district and whose child is enrolled in a preschool or elementary level education program, provided that such parent is not a required member, if specifically requested in writing by the parent of the student or by a member of the school at least 72 hours prior to the meeting (Autumn Lavine),
3. Not less than one regular education teacher of the child whenever the child is or may be participating in the regular education environment. The specific staff member to attend will be determined by the CPSE Chairperson.
4. Not less than one special education teacher, or, if appropriate, not less than once special education provider of the child. The specific staff member to attend will be determined by the CPSE Chairperson.
5. A representative of the district who is qualified to provide, or supervise special education and who is knowledgeable about the general education curriculum and the availability of preschool special education programs and services and other resources of the school district and municipality. The representative of the school district shall serve as the chairperson of the committee. This person is appointed as Chairperson – Jami Fabrizio (Alternates: Danielle Fenner, Morgan Crandell or Suzette Fahey).
6. An individual who can interpret the instructional implications of evaluation results, provided that such individual may also be the individual appointed as the regular education teacher, the special education teacher or special education provider, the school psychologist, the representative of the school district or a person having knowledge or special expertise regarding the student when such member is determined by the school district to have the knowledge and expertise to fulfill this role on the committee.
7. Other persons having knowledge or special expertise regarding the child, including related services personnel as appropriate, as the school district or the parents shall designate. The determination of knowledge or special expertise of such person shall be made by the party (parents or school district) who invited the individual to be a member of the committee on special education.
8. For a child in transition from early intervention programs and services, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child; and the child with the disability, whenever appropriate;
9. A representative of the municipality of the preschool child's residence, provided that the attendance of the appointee of the municipality shall not be required for a quorum.
10. For Initial Referrals Only - a professional who participated in the evaluation of the child, appointed by the evaluating agency, for any meetings prior to the initial recommendation for a child for whom services are first being sought, or, an appropriate professional employed by the school district – Morgan Crandell (Alternates: Suzette Fahey, Debra Berghorn, Sarah Cianchosi, Danielle Fenner).

APPT COMMITTEE ON  
PRESCHOOL EDUCA-  
TION AND APPROVED  
PRESCHOOLS (CONT)

**List of Approved Preschools:** **Broome County:** Children's Therapy Network, Children's Unit for Treatment & Evaluation, Franziska Racker Center Inc., Handicapped Children's Association, Family Enrichment Network/The Child Development Council. **Tioga County:** Children's Therapy Network, Children's Unit for Treatment & Evaluation, Franziska Racker Center Inc., Handicapped Children's Association, Family Enrichment Network/The Child Development Council. **Tompkins County:** Building Blocks Learning Center, Children's Therapy Network, Children's Unit for Treatment & Evaluation, Franziska Racker Center Inc., PLLC Hear 2 Learn; Upstate Cerebral Palsy E. John Gavras Center

APPT COMMITTEE ON  
SPECIAL EDUCATION

7-20-G2

RESOLVED, Upon the Recommendation of the Superintendent of Schools, that the Board of Education hereby approves appointment of the following Committee on Special Education (District Level):

1. The parents or persons in parental relationship to the student.
2. Not less than one regular education teacher of the child whenever the child is or may be participating in the regular education environment. The specific staff member to attend will be determined by the CSE Chairperson.
3. Not less than one special education teacher, or, if appropriate, not less than one special education provider of the child. The specific staff member to attend will be determined by the CSE Chairperson.
4. A school psychologist.
5. A representative of the district who is qualified to provide, or supervise special education and who is knowledgeable about the general education curriculum and the availability of resources of the school district, provided that an individual who meets these qualifications may also be the same individual appointed as the special education teacher or the special education provider of the student or school psychologist. The representative of the school district shall serve as the chairperson of the committee. This person is appointed as Chairperson – Jami Fabrizio (Alternates: Danielle Fenner, Morgan Crandell or Suzette Fahey).
6. An individual who can interpret the instructional implications of evaluation results, provided that such individual may also be the individual appointed as the regular education teacher, the special education teacher or special education provider, the school psychologist, the representative of the school district or a person having knowledge or special expertise regarding the student when such member is determined by the school district to have the knowledge and expertise to fulfill this role on the committee.
7. A school physician, if specifically requested in writing by the parent of the student or by a member of the school at least 72 hours prior to the meeting.
8. An additional parent member of a child with a disability residing in the school district or a neighboring school district, provided that such parent may be the parent of a student who has been declassified within a period not to exceed five years or the parent of a student who has graduated within a period not to exceed five years if specifically requested in writing by the parent of the student or by a member of the school at least 72 hours prior to the meeting (Autumn Lavine).
9. Other persons having knowledge or special expertise regarding the child, including related services personnel as appropriate, as the school district or the parents shall designate. The determination of knowledge or special expertise of such person shall be made by the party (parents or school district) who invited the individual to be a member of the committee on special education.
10. The child with the disability, whenever appropriate;

Subcommittees on Special Education membership (Nathan T. Hall Elementary School, Middle School, High School)

1. The parents of the student.
2. Not less than one regular education teacher of the student whenever the student is or may be participating in the regular education environment.
3. Not less than one of the student's special education teachers or, if appropriate, not less than one special education provider of the student. The specific staff member to attend will be determined by the CSE Chairperson.
4. A representative of the district who is qualified to provide, administer or supervise special education and who is knowledgeable about general education curriculum and who is knowledgeable about the availability of resources of the school district. This person is appointed as Chairperson – Jami Fabrizio (Alternates: Danielle Fenner, Morgan Crandell or Suzette Fahey).
5. A school psychologist, whenever a new psychological evaluation is reviewed or a change to a program option with a more intensive staff/student ratio is considered.
6. An individual who can interpret the instructional implications of evaluation results, who may be a member appointed pursuant to sections 2-5 or 7 of this paragraph.

7. Other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the committee or the parents shall designate. The determination of knowledge or special expertise of such person shall be made by the party (parents or school district) who invited the individual to be a member of the subcommittee on special education.
8. The student, if appropriate.

APPT COMMITTEE ON SPECIAL EDUCATION (CONT)

**7-20-G3**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, that the Board of Education hereby approves appointment of the following Impartial Hearing Officers, as well as any other subsequent revisions available through the IHRS, for the 2020-2021 School Year:

APPT IMPARTIAL HEARING OFFICERS

Kenneth Ritzenberg	Jerome Schad	Robert Briglio	James Bilik
Vanessa Gronbach	Aaron Turetsky	James Walsh	Lynn Almeleh
Michael Lazan	Maryann Dimeo	Lana Flame	Martin Kehoe
Jeffrey Guerra	James McKeever	Nancy Lederman	Mindy Wolman

**7-20-G4**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the Lunch Policy Statement for Free and Reduced Price Meals for the 2020-2021 school year.

APPR LUNCH POLICY STATEMENT

**7-20-G5**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves continuing Substitute Teacher and Substitute Teaching Assistant pay rates as follows:

APPR CONTINUING SUB TEACHER & SUB TEACHING ASST PAY RATES

	Uncertified Teachers	Certified Teachers	Retired NVCSD Teachers	Teaching Assistants
1-20 days	\$92/day	\$ 98/day	\$108/day	\$68/day
> 20 days	\$92/day	\$108/day	\$116/day	\$78/day

**7-20-G6**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves continuing Substitute Nurse pay rates as follows:

APPR CONTINUING SUB NURSE PAY RATES

1-20 days	\$ 98/day	> 20 days	\$103/day
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**7-20-G7**

RESOLVED, Upon the motion of L. Jensen, seconded by S. Watson, Randal H. Kerr is designated trustee, and Susan Watson is designated alternate trustee, from the Newark Valley Central School District to the Workers Compensation Self-Insurance Alliance for 2020-2021.

APPT 2020-2021 TRUSTEE DESIGNEE, WORKERS COMPT SELF-INS ALLIANCE

**7-20-G8**

RESOLVED, Upon the motion of L. Jensen, seconded by S. Watson, Randal H. Kerr is designated trustee, and Susan Watson is designated alternate trustee, from the Newark Valley Central School District to the Broome-Tioga-Delaware Health Insurance Consortium for 2020-2021.

APPT 2020-2021 TRUSTEE DESIGNEE, B-T-D HEALTH INS CONSORTIUM

**7-20-G9**

On motion of L. Jensen, seconded by S. Watson, the Board of Education hereby designates the following individuals as custodians of Petty Cash Funds for the 2020-2021 School Year:

DESIGNATE 2020-2021 PETTY CASH CUSTODIANS

Central Office	Tina Engelhard, District Clerk
Elementary School	Andrea Raymond, Office Specialist I, Main Office
Middle School	Jeanne Laskowski, Office Specialist I, Main Office
High School	Christine Rhodes, Office Specialist I, Main Office
Bus Garage	Randy Zukowski, Transportation Supervisor
School Lunch	Lorraine Trotman, School Lunch Director
Buildings and Grounds	Michelle Tavelli, Accounting Associate I

**7-20-G10**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby authorizes that the School Lunch Director receive \$17 to be used as Start-Up Money for the vending machine located in High School. This \$17 will be returned to the School Business Administrator at the close of the 2020-2021 school year.

AUTH VENDING MACHINE START UP MONEY

**AUTH CASHIERS START UP MONEY**

**7-20-G11**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby authorizes that the School Lunch Director receive \$193 to be used as Start-Up Money for cashiers located in the High School, Middle School and Nathan T. Hall Elementary School. This \$193 will be returned to the School Business Administrator at the close of the 2020-2021 school year.

**AUTH ATHLETIC DIRECTOR START UP MONEY**

**7-20-G12**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby authorizes that the Athletic Director receive \$200 to be used as Start-Up Money for making change for customers. This \$200 will be returned to the School Business Administrator at the close of the 2020-2021 school year.

**AUTHORIZE AFFORDABLE CARE ACT PROCEDURES**

**7-20-G13**

WHEREAS, the Newark Valley Central School District maintains a group health plan for its employees ("health plan"); and

WHEREAS, the Newark Valley Central School District is required to offer coverage under its health plan to eligible full-time employees pursuant to the Patient Protection and Affordable Care Act ("ACA"); and

WHEREAS, the Newark Valley Central School District employs persons for variable hours whose full-time status must be determined pursuant to guidance issued under the ACA;

NOW THEREFORE BE IT RESOLVED that the School District hereby is, authorized and directed to establish and maintain procedures for the purposed of compliance with the ACA, including but not limited to the following:

1. For variable-hour employees, the Newark Valley Central School District shall establish a 12-month standard measurement period beginning July 1, 2020 and ending the following June 30, 2021;
2. The initial measurement period for new variable-hour employees shall be the 12-month period beginning on the date of hire and ending on the anniversary date thereof;
3. The administrative period following the standard measurement period if the period beginning July 1, 2021 and ending August 31, 2021;
4. The administrative period for new variable-hour employees shall be the 30 day period following the anniversary date; and
5. The stability period, during which time a variable-hour employee's status as eligible or ineligible for health plan coverage is fixed, is the period beginning September 1, 2021 and ending August 31, 2022.

BE IT FURTHER RESOLVED that the School District is authorized and directed to take such actions as determined necessary or proper to give effect to this resolution.

Vote: 6 Yes                    1 Absent                    0 No                    Motion carried.

**Personnel:**

Motion by J. Phillips, and seconded by S. Wandell, for approval of resolution 7-20-NC1

**7-20-NC1**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby accepts the resignation of Jeffery Ford, School Chauffeur, effective June 30, 2020.

Vote: 6 Yes                    1 Absent                    0 No                    Motion carried.

**ACCEPT RESIGN-SCHOOL CHAUFFEUR**

Board Matters:

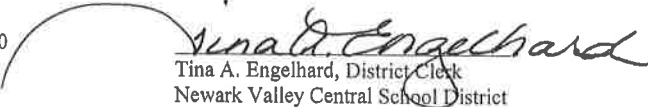
- Board of Education Meeting, August 31, 2020, 5:30 p.m. in the Richard H. Kerr Board Room, High School
- Board of Education Committees for 2020-2021:
  - NTH Site Based Team – Sarah Hines
  - Middle School Site Based Team – James Phillips
  - High School Site Based Team – Stuart Wandell
  - Broome Tioga School Board Assoc. Legislative Representative – Randal Kerr
  - Health Insurance Consortium – Randy Kerr (Alt: Susan Watson)
  - Workers Compensation Consortium – Randy Kerr (Alt: Susan Watson)
  - Wellness Committee – Stuart Wandell
  - Audit Committee (3 members) – Randal Kerr, Susan Watson, Lisa Jensen
  - Technology Committee – James Phillips
  - Health and Safety Committee – Anthony D. Tavelli
  - Facilities Planning Team – James Phillips, Lisa Jensen, Stuart Wandell

NEXT BOE MTG-8/24/19

2020-2021 BOARD OF  
EDUCATION  
COMMITTEES

Meeting adjourned at 3:40 p.m.

July 13, 2020

  
Tina A. Engelhard, District Clerk  
Newark Valley Central School District