

**Northern Adirondack Central School District  
Ellenburg, NY  
Minutes of the Reorganizational and Regular Meeting of the Board of  
Education  
July 15, 2019 – 6:00 PM – District office Conference Room**

MEMBERS PRESENT:

Paul Gilmore  
Mark DeCoste  
Bryan Trombley  
Trevor Finley  
Phalon Miner  
Shirley Durnin  
Steven Bartlemus

The Clerk called the meeting to order at 5:59 PM and led the Pledge of Allegiance.

The Clerk called the Roll. All Board of Education members were present for this evening's meeting.

The Clerk opened the nominations for President of the Board of Education for the 2019-2020 school year. Paul Gilmore was nominated. By a unanimous vote Mr. Gilmore was elected President of the NACS Board of Education for the 2019-2020 school year.

The Clerk opened the nominations for Vice-President of the Board of Education for the 2019-2020 school year. Mark DeCoste was nominated. By a unanimous vote Mark DeCoste was elected Vice-President of the NACS Board for the 2019-2020 school year.

A motion was made by Mr. DeCoste, seconded by Mr. Miner, and passed unanimously to approve the 2019-2020 appointments of District Officers.

<b>Position</b>	<b>Employee</b>	<b>Pay Rate</b>
A. District Treasurer	Sarah Watts	Per Contract
B. District Clerk	Helen Yelle	\$4430.64
C. Pro Tem District Clerk	Sandy Dominic	\$25.00/hr.
D. Claims Auditor	Tricia Brassard	\$17.50/hr.
E. Purchasing Agent	James Knight	N/A
F. Tax Collector	Darla Bilow	\$5,663.63
G. Chief Information Officer	Helen Yelle	\$553.02
H. Chief Emergency Officer	Craig Dumas	\$500.00
I. Creating Healthy Schools Grant – School Champion	Tiana Marrero	\$2000.00

All Board Members present voted yes - motion carried.

A motion was made by Ms. Durnin seconded by Mr. DeCoste, to approve appointments of other positions.

Position	Employee
A. School Physician/Director of School Health Services	Plattsburgh Health Group
B. Treasurer of Student Activity	Jamie Lord
C. Faculty Auditor of Student Activity Accounts	Darla Bilow
D. Title IX Coordinator	Pamela Ross
E. 504 Compliance Officer	Cindy Hoff
F. School Attorney	Harris Beach, Attorneys At Law
G. Insurance Consultant	Eastern Insuring, LLC DBA LaBarge Agency
H. Records Access Officer	Brian Tousignant
I. Record Management Officer	Brian Tousignant
J. Homeless Liaison	Cindy Hoff
K. DASA Coordinators	Pamela Ross, Christine Brudvig
L. External Auditor	Boulrice and Wood CPA's P.C.
M. Title I Coordinator	Lisa Silver
N. Lead Evaluator	Pam Ross
O. Lead Evaluator	Michael Loughman
P. Lead Evaluator	Lisa Silver
Q. Lead Evaluator	James Knight
R. Asbestos Local Education Agency (LEA) Designee	Jay Bouchard

Six Board Members present voted yes – Trevor Finley opposed - motion carried.

A motion was made by Mr. Miner, seconded by Ms. Durnin, and passed unanimously to approve 2019-2020 bonding of personnel.

- A. District Clerk – Helen Yelle
- B. Pro Temp District Clerk – Sandy Dominic
- B. Payroll Clerk – Kyle Patnode
- C. Tax Collector – Darla Bilow
- D. District Treasurer – Sarah Watts
- E. Treasurer of Student Activity Account – Jamie Lord
- F. Claims Auditor – Tricia Brassard

All Board Members present voted yes - motion carried.

A motion was made by Mr. DeCoste seconded by Mr. Bartlemus, and passed unanimously to approve the following 2019-2020 designations:

- A. Official Depository for District Funds – National Bank & Trust Co. (NBT)
- B. Official District Newspaper – Press Republican
- C. Mileage Reimbursement Rate – as per contracts
- D. Impartial Hearing Officers for the District – Rotational list as provided by the State Education Department

All Board Members present voted yes - motion carried.

A motion was made by Mr. DeCoste, seconded by Ms. Durnin, and passed to approve the following 2019-2020 authorizations:

- A. Certify Payroll – Brian Tousignant, James C. Knight, Jr.
- B. School Purchasing Agent – James C. Knight, Jr.
- C. Conferences, Conventions and Workshops for District Employees – James C. Knight, Jr
- D. Establish Petty Cash Funds, \$100 Elementary School, and \$100 High School– Brian Tousignant
- E. District Check Signers – Sarah Watts and James C. Knight, Jr
- F. Student Activity Account Check Signers – Jamie Lord, Pamela Ross, and Michael Loughman
- G. Budget Transfers – Not to exceed \$2,000 – James C. Knight, Jr
- H. Approve participation in the cooperative purchasing program at St. Lawrence-Lewis BOCES for the 2019-2020 school year.

All Board Members present voted yes - motion carried.

A motion was made by Mr. Bartlemus, seconded by Mr. Miner, and passed unanimously to approve appointments to the Committee on Special Education for the 2019-2020 school year.

Name	Position
Cindy Hoff	Chairperson
Michael Loughman	Chairperson (Alternate)
Debbie Zukowski	Parent Representative

All Board Members present voted yes - motion carried.

A motion was made by Mr. DeCoste, seconded by Ms. Durnin, and passed unanimously to approve appointments to the Committee on Preschool Special Education for the 2019-2020 school year.

Name	Position
Cindy Hoff	Chairperson
Michael Loughman	Chairperson (Alternate)
Debbie Zukowski	Parent Representative

All Board Members present voted yes - motion carried.

A motion was made by Ms. Durnin, seconded by Mr. DeCoste, to approve the following substitute rates as follows for the 2019-2020 school year:

Substitute Teachers	\$90.00/day
Substitute On-Call Bus Drivers	\$30.00/run
Substitute Nurses	\$17.50/hour
Substitute Custodial	\$11.80/hour
Substitute Food Service	\$11.80/hour
Substitute Aides	\$11.80/hour
Substitute Monitors	\$11.80/hour
Part-Time Aides	\$11.80/hour

All Board Members present voted yes - motion carried.

A motion was made by Mr. DeCoste, seconded by Mr. Miner and passed unanimously to go into Executive Session, at 6:14 PM to discuss a matter of collective negotiations pursuant to article 14 of the civil service law (THE TAYLOR LAW).

All Board Members present voted yes – motion carried.

A motion was made by Ms. Durnin, seconded by Mr. DeCoste and passed unanimously to come out of Executive Session, at 7:30 PM and to resume the regular meeting in the District Office Conference Room.

All Board Members present voted yes – motion carried.

A motion was made by Mr. Miner, seconded by Mr. Bartlemus, to accept the meeting minutes from the previous meeting:

- June 17, 2019 Regular Monthly Meeting
- June 24, 2019 Special Board of Education Meeting

Five Board Members present voted yes – Bryan Trombley and Trevor Finley abstained - motion carried.

Mr. Knight presented each Board Member with a copy of the Board of Education Contact Information and meeting dates.

A motion was made by Mr. Miner and seconded by Mr. DeCoste to accept the Schedules of Expenditures (Warrants) as presented.

All Board Members present voted yes – motion carried.

A motion was made by Mr. Miner, and seconded by Mr. DeCoste to accept the Treasurer's Report and Budget Status Report.

All Board Members present voted yes – motion carried.

A motion was made by Mr. DeCoste, seconded by Ms. Durnin to approve the Fiscal Budget Transfers for 2018-2019.

All Board Members present voted yes – motion carried.

There were no updates to the Food Service Report.

There were no updates to the Custodial-Maintenance Report

There were no updates to the Student Association Reports and Bank Reconciliation Reports.

There were no updates from the CSEA.

There were no updates from the NATA.

There were no updates from the Administrators

The Board opened the meeting for public comment. There were no comments.

A motion was made by Mr. DeCoste, seconded by Mr. Bartlemus, to table the following Coaching appointments: A & B.

<b>Employee</b>	<b>Position</b>	<b>Department</b>	<b>Effective Date</b>	<b>Pay Rate</b>	<b>Comments</b>
A. McKenzie Fountain	Girls Junior Varsity Volleyball Coach	Athletics	July 9, 2019	Appendix E NATA Contract	
B. Leslie LaBarge	Girls Varsity Soccer Coach	Athletics	July 9, 2019	Appendix E NATA Contract	

All Board Members present voted yes – motion carried

A motion was made by Mr. DeCoste, seconded by Mr. Miner, to approve the following Personnel appointments.

<b>Employee</b>	<b>Position</b>	<b>Department</b>	<b>Effective Date</b>	<b>Pay Rate</b>	<b>Comments</b>
A. Leslie LaBarge	Freshman Class Advisor	Extra-Curricular	September 1, 2019	Per NATA Contract	
B. Colleen Anstett	Freshman Class Advisor	Extra-Curricular	September 1, 2019	Per NATA Contract	
C. Elaine Fortin	Sub Teacher	District	September 5, 2019	\$90/day	
D. Elaine Fortin	TOC Student/Teacher Aide	District	September 5, 2019		
E. Jennifer LaBombard	Substitute Teacher	District	September 5, 2019	\$90/day	

All Board Members present voted yes – motion carried.

A motion was made by Mr. Bartlemus, seconded by Mr. DeCoste to approve the Resolution of Employment between Superintendent James C. Knight, Jr. and the Board of Education.

All Board Members present voted yes – motion carried.

A motion was made by Mr. DeCoste, seconded by Mr. Miner to approve the Adult Education Sponsorship Agreement with CV-Tech.

All Board Members present voted yes – motion carried.

The Board opened the meeting for public comment. There were no comments.

The Board President stated that a second Executive Session was not necessary.

A motion was made by Mr. DeCoste, seconded by Ms. Durnin, and passed unanimously to adjourn the meeting at 7:40 PM.

All Board Members present voted yes – motion carried.

Helen Yelle, District Clerk  
N.A.C.S. Board of Education