

Board of Education Meeting Minutes

July 7, 2021

Present: Jamie Doucette (President), Bill Bloethe (Vice President), Robin Toldo (Member), Matthew Edwards (Member), Catherine Edwards (Member), Christian Arsenault (Superintendent/Principal), Jim Eagan (Business Manager) and Public.

1. School Community Session

- 1.1 Call to Order/ Pledge of Allegiance-** President Jamie Doucette called the meeting to order at 6:07pm.
- 1.2 Public Participation-** None
- 1.3 Celebrations:**
 - A. Graduation/Class of 2021-** Mr. Arsenault thanked the Board for it's hard work in ensuring that the school year was successful. The 2021 graduation ceremony was successful and enjoyed by graduates and their families.
- 1.4 Additions to Agenda-**
 - 8.4 Motion to Authorize Vice President Bloethe to Sign Subdivision Application for Winthrop Drive Land Pending Legal Review.
 - 3.4 Motion to Appoint Catherine Edwards as Board of Education Member.

2. Election of Officers

- 2.1 Motion to Approve the Election of President-** Robin Toldo nominated Jamie Doucette. Matthew Edwards seconded the nomination. All in favor/none opposed.
- 2.2 Motion to Approve the Election of Vice President-** Jamie Doucette nominated William Bloethe. Matthew Edwards seconded the nomination. All in favor/none opposed.
- 2.3 Administration of the Oath of President-** District Clerk, Leslie Tombari conducted the Administration of Oath of President Jamie Doucette.
- 2.4 Administration of the Oath of Vice President-** District Clerk, Leslie Tombari conducted the Administration of Oath of Vice President William Bloethe.

3. Appointment of Positions

- 3.1 Motion to Appoint Leslie Tombari as the District Clerk-** Motion made by William Bloethe, seconded by Robin Toldo. All in favor/none opposed.
- 3.2 Motion to Appoint Julie Mrowka as the District Treasurer-** Motion made by William Bloethe, seconded by Matthew Edwards. All in favor/none opposed.
- 3.3 Motion to Appoint Sharon Patterson as the Claims Auditor-** Motion made by William Bloethe, seconded by Matthew Edwards. All in favor/none opposed.
- 3.4 Motion to Appoint Catherine Edwards as Board of Education Member-** Motion made by William Bloethe, seconded by Matthew Edwards. All in favor/none opposed.
- 3.4 Administration of Oath-** President Jamie Doucette conducted the Administration of Oath of District Clerk Leslie Tombari. Leslie Tombari conducted the Administration of Oath of Board Member Catherine Edwards. District Treasurer (Julie Mrowka) and Claims Auditor (Sharon Patterson) will hold their administration of Oath during the workday at school at a future date.

4. Approval of Positions

- 4.1 **Motion to Approve Island Health Project as School Physician-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.2 **Motion to Approve Harris Beach Attorney at Law as School Attorney-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.3 **Motion to Approve Julie Mrowka as Census Enumerator-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.4 **Motion to Approve Jim Eagan as Central Treasurer of Extra Curricular Fund-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.5 **Motion to Approve Julie Mrowka as Attendance Office-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.6 **Motion to Approve EFPR Group as Independent Auditor-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.7 **Motion to Approve the Exemption to be Filed with the State of NY for Internal Auditor-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.8 **Motion to Approve Aly Horn as Purchasing Agent-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.9 **Motion to Approve Christian Arsenault as Records Officer-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.10 **Motion to Approve Christian Arsenault as Title IX Officer-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.11 **Motion to Approve Aly Horn Recording Secretary to the Board of Education-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 4.12 **Motion to Approve Christian Arsenault as Committee on Special Education Chair-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.

5. Designation

- 5.1 **Motion to Approve Bank of America as the Official Bank Depository for All Funds-** Motion made by William Bloethe, seconded by Matthew Edwards. All in favor/none opposed.
- 5.2 **Motion to Approve Regular Meetings-** Motion made by William Bloethe, seconded by Matthew Edwards. All in favor/none opposed.
- 5.3 **Motion to Approve the Suffolk Times as the Official Newspaper-** Motion made by William Bloethe, seconded by Matthew Edwards. All in favor/none opposed.

6. Authorizations

- 6.1 **Motion to Authorize Jim Eagan to Certify Payroll-** Motion made by William Bloethe, seconded by Robin Toldo. All in favor/none opposed.
- 6.2 **Motion to Authorize Christian Arsenault to Approve Budgeted Professional Development Conferences-** Motion made by Matthew Edwards, seconded by Robin

Toldo. All in favor/none opposed.

- 6.3 Motion to Authorize Designation of Signature on Checks for General Fund, Repair Reserve and Faculty Housing (one signature) as Board President, Board Vice President, District Treasurer, or Superintendent-** Motion made by Robin Toldo, seconded by Matthew Edwards. All in favor/none opposed.
- 6.4 Motion to Authorize Designation of Signature on Checks for Extra-Curricular Fund (two signatures) as Board President, Board Vice President, District Treasurer, and/or Superintendent-** Motion made by Matthew Edwards, seconded by William Bloethe. All in favor/none opposed.
- 6.5 Motion to Authorize Christian Arsenault to Approve Budget Transfers (less than \$5,000)-** Motion made by Robin Toldo, seconded by Matthew Edwards. All in favor/none opposed.
- 6.6 Motion to Authorize Christian Arsenault to Process and Initiations of Grants in Aid-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.
- 6.7 Motion to Authorize Christian Arsenault as Approver of Class Fundraisers-** Motion made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed.

7. Official Undertaking (Bonding of Personnel)

- 7.1 Motion to Approve Bonding of District Clerk (Leslie Tombari)-** Motion made by William Bloethe, seconded by Matthew Edwards. All in favor/none opposed.
- 7.2 Motion to Approve Bonding of District Treasurer (Julie Mrowka)-** Motion made by William Bloethe, seconded by Matthew Edwards. All in favor/none opposed.
- 7.3 Motion to Approve Bonding of School Business Manager (Jim Eagan)-** Motion made by William Bloethe, seconded by Matthew Edwards. All in favor/none opposed.
- 7.4 Motion to Approve Bonding of All Members of the Board of Education-** Motion made by William Bloethe, seconded by Matthew Edwards. All in favor/none opposed.

8. Action Items

- 8.1 Approval of the Minutes of the May 11, 2021 Board of Education Budget Hearing-** Motion made by Matthew Edwards, seconded by William Bloethe. All in favor/none opposed.
- 8.2 Approval of the Minutes of the June 16, 2021 Board of Education Meeting-** Motion made by Robin Toldo, seconded by Matthew Edwards. All in favor/none opposed.
- 8.3 Approval of Superintendent to Sign Letter of Engagement with Harris Beach for 2021-2022 School Year-** Motion made by Matthew Edwards, seconded by William Bloethe. All in favor/none opposed.
- 8.4 Motion to Authorize Vice President Bloethe to Sign Subdivision Application for Winthrop Drive Land Pending Legal Review-** Motion made by Robin Toldo, seconded by William Bloethe. All in favor/none opposed.

9. Administrative Report

- 9.1 Capital Improvement Project-** Updated last month with architects. Next in the process is the design approval phase. Increased costs due to material cost increases has not yet been discussed.

- 9.2 **Walsh Park/FIS Land Sale (Winthrop Drive)**- Updates to follow after the subdivision application.
- 9.3 **Reimbursement for Generator Grant Project**- No updates.
- 9.4 **NEASC Accreditation**- Training in planned for the start of the school year.
- 9.5 **New Teacher Hiring Process**- A new Spanish teacher has been hired. A second math candidate has applied and has started the interview process. It is unknown who will be moving into the vacant faculty housing unit that was previously lived in by Christine Anifantakis.
- 9.6 **Welcoming Catherine Edwards to the Board of Education**- The Board welcomed Catherine Edwards to the Board.

10. Information Packet

- 10.1 **Graduation 2021 Program**- For informational purposes.

11. Public Participation- None.

12. Adjournment- Motion to adjourn the meeting made by Matthew Edwards, seconded by Robin Toldo. All in favor/none opposed. Meeting adjourned by Jamie Doucette at 6.29pm.

Recorded by: Aly Horn