

HARRISVILLE CENTRAL SCHOOL
BOARD OF EDUCATION
REORGANIZATIONAL MEETING
July 14, 2025, at 5:30 p.m. in the Library

Present: Cory Bearor, President; Heidi McIntosh, Vice-President; Parish Atkinson; Kathy Felio; Tennille Schmitt and Brian Schrodtt

Also Present: Robert Finster, Superintendent/Elementary Principal; Eric Luther, MS/HS Principal; Amy Frost, District Treasurer and Jolie Snider, District Clerk

- 1.0** Call to Order: Cory Bearor, President Pro Tempore called the Reorganizational Meeting to Order at 5:30 p.m.
- 2.0** Administration of Oath of Faithful Performance in Office to Newly Elected Board Members – Jolie Snider administered oath to Brian Schrodtt.
- 3.0** Election of Officers:

Cory Bearor was nominated for President of the Board of Education

Motion made by:	Kathy Felio	Seconded by:	Parish Atkinson
Voting Results:	YES: 5	NO: 0	ABSTAIN: 0
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodtt	Yes
K. Felio	Yes		

Heidi McIntosh was nominated for Vice President of the Board of Education

Motion made by:	Heidi McIntosh	Seconded by:	Brian Schrodtt
Voting Results:	YES: 5	NO: 0	ABSTAIN: 0
C. Bearor	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodtt	Yes
K. Felio	Yes		

The Oath of Faithful Performance in Office was administered to the President and Vice President by Jolie Snider.

- 4.0** **Appointment of Officers for the 2025-2026 School Year** - RESOLVED to adopt a single resolution approving the following appointments:
 - Clerk of the Board of Education - Jolie Snider
 - District Treasurer – Tammey Breton and Amy Frost
 - Deputy District Treasurer – Alicia Mera
 - Tax Collector – Emily Woodard at a stipend of \$3,715
 - Internal Claims Auditor – Cooperative Business Office (CBO) Representative to audit claims, except for BOCES payments included in contract cost.

- Internal Claims Auditor for St. Lawrence-Lewis BOCES payments - Eric Luther

Motion made by:	Kathy Felio	Seconded by:	Parish Atkinson
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

Oath of Faithful Performance in Office to the offices of Clerk of the Board of Education was administered by Robert Finster.

Oath of Faithful Performance in Office to the Superintendent was administered by Jolie Snider.

5.0 Other Appointments for 2025-2026 School Year - RESOLVED to adopt a single Resolution approving the following appointments:

- School Physician – Lewis County General Hospital at a fee not to exceed \$14,000.
- School Attorney – Silver & Collins at an annual retainer of \$5,000 and \$150/hr. to be billed against the retainer.
- Central Treasurer/Extra-Curricular Activity Account – Alicia Mera at no additional stipend.
- Attendance Officer - Julie Chartrand at no additional stipend.
- Independent Auditor - Bowers, Inc., Watertown, New York with an annual retainer not to exceed \$25,800 for general purpose financial statements and \$500 for maintenance of lease schedules.
- Records Access Officer and Records Management Officer - Julie Chartrand at no additional stipend.
- Asbestos Designee –Don Snider at no additional stipend.
- Purchasing Agent - Robert Finster, Superintendent at no additional stipend.
- CSE/CPSE/504 Additional Parent Representative – Heather Cook-Bearor
- Surrogate Parent – Heather Cook-Bearor
- Designee for Special Education Referrals – Robert Finster, Superintendent.
- Dignity for All Students Officer – Robert Finster, Superintendent at no additional stipend.
- Chief Financial Officer – Robert Finster, Superintendent as necessary for the fiscal operation of the district at no additional stipend.
- DASA Coordinator - Robert Finster, Superintendent at no additional stipend.
- Title (IX) Coordinator(s) – Robert Finster, Superintendent and Eric Luther, MS/HS Principal at no additional stipend.
- Civil Rights Compliance Officer(s) – Robert Finster, Superintendent and Eric Luther, MS/HS Principal at no additional stipend.
- Workplace Violence Representative – Robert Finster, Superintendent at no additional stipend.

Motion made by:	Heidi McIntosh	Seconded by:	Parish Atkinson
Voting Results:	YES: 5	NO: 0	ABSTAIN: 1
C. Bearor	Abstain	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

6.0 **Designations** – RESOLVED to adopt one single motion to approve the following designations for the 2025-2026 school year.

- Official Bank Depository – Community Bank, N.A. and NYSCLASS
- Regular Meetings – All meetings will be held at 6:00 p.m. unless otherwise noted.

July 14, 2025 at 5:30 p.m.	December 8, 2025	April 20, 2026 (Approval of
August 11, 2025	January 12, 2026	BOCES Annual Budget)
September 8, 2025	February 9, 2026	May 11, 2026–Public
October 14, 2025	March 9, 2026	at 5:30 p.m. Reg. Mtg. 5:45
November 10, 2025	April 13, 2026	June 8, 2026
	(if needed)	July 13, 2026
- Official Newspaper - Watertown Daily Times for all official postings.
- Payroll Certification - Robert Finster, Superintendent
- Petty Cash Funds - a) \$100.00 for the Elementary Office to be supervised by Tammy Breton b) \$150.00 for the Middle School/High School Office to be supervised by Alicia Mera and c) \$100.00 for the District Office to be supervised by Jolie Snider.
- Signing of Checks - District Treasurer and Deputy District Treasurer
- Purchase and Consult Professional Services – Robert Finster, Superintendent to consult with professionals and purchase professional services as necessary to carry out the responsibilities of the Board and Superintendent and mission of the school district.

Motion made by:	Tennille Schmitt	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

7.0 **Authorizations** – RESOLVED to adopt one single motion to approve the following authorizations for the 2025 – 2026 school year.

- In-service Education - Robert Finster, Superintendent to approve meeting, conference, and convention attendance for the District Treasurer, District Clerk, Board Officers, Administrators, and other employees within budget limitations.

- Budget Transfers - Robert Finster, Superintendent to make budget transfers within and between the General, Federal, Capital and Lunch funds as necessary to balance accounts.
- Application for Federal and State Grants – Robert Finster, Superintendent
- Impartial Hearing Officer – President and Vice-President of the Board of Education to appoint the Impartial Hearing Officer to preside over Special Education Hearing pursuant to 8 NYCRR 200.5.
- Execute BOCES Contracts – Robert Finster, Superintendent
- Mileage Reimbursement Rate - RESOLVED to adopt a resolution establishing the mileage reimbursement rate at \$0.70.

Motion made by:	Kathy Felio	Seconded by:	Brian Schrod
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 8.0 **Faithful Performance Blanket Bond** - RESOLVED to adopt a resolution to authorize the use of the Faithful Performance Blanket Bond in lieu of specific official undertakings for all persons and positions required by law or regulations to be bonded for the 2025-2026 school year.

Motion made by:	Heidi McIntosh	Seconded by:	Parish Atkinson
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 9.0 **Policies and Code of Ethics** - RESOLVED to adopt a resolution to readopt all Policies and Code of Ethics as they exist for the 2025-2026 school year.

Motion made by:	Brian Schrod	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 10.0 **Substitute Teacher Rate** – RESOLVED to adopt a resolution to approving the substitute teacher rate as \$120/day for non-certified and \$130/day for certified teachers for the 2025-2026 school year.

Motion made by:	Tennille Schmitt	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 11.0 **Substitute Clerical and Substitute Nurse Rate** - RESOLVED to adopt a resolution establishing a substitute school clerical rate of \$16.00/hour or current minimum wage and the substitute LPN rate of \$17.00/hour and the substitute RN rate of \$27.00/hour for the 2025-2026 school year.

Motion made by:	Parish Atkinson	Seconded by:	Brian Schrodt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodt	Yes

- 12.0 **Substitute Aide/Monitor Rate** - RESOLVED to adopt a resolution establishing a substitute aide/monitor will be paid at minimum wage for the 2025-2026 school year.

Motion made by:	Heidi McIntosh	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodt	Yes

- 13.0 **Substitute Bus Run Rate** - RESOLVED to adopt a resolution to establish a substitute bus run rate of \$23.30/hr. for the 2025-2026 school year.

Motion made by:	Brian Schrodt	Seconded by:	Kathy Felio
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodt	Yes

- 14.0 **St. Lawrence-Lewis Counties School District Employees Medical Plan and Workers' Compensation Board of Directors** - RESOLVED a resolution approving Robert Finster as the Harrisville Central School District Representative and Eric Luther as the Alternate to attend meetings to the St. Lawrence-Lewis Counties School District Employees Medical Plan and Workers' Compensation Board of Directors' Plan for the 2025-2026 school year.

Motion made by:	Kathy Felio	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodt	Yes

- 15.0 **St. Lawrence-Lewis Cooperative Purchasing Program** - RESOLVED to adopt a resolution approving Harrisville Central School's participation in the St. Lawrence-Lewis Cooperative Purchasing Program for the 2025-2026 school year.

Motion made by:	Tennille Schmitt	Seconded by:	Brian Schrodt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes

BOE Meeting
July 14, 2025

H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodtt	Yes

- 16.0 **Standard Workday** – RESOLVED to adopt a resolution approving the Standard Workday to meet the requirements of the NYS Retirement System.

Motion made by:	Kathy Felio	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodtt	Yes

- 17.0 **1/2 Days for the 2025-2026 School Year** – It is noted that the following dates have been previously approved for ½ days for students as part of the 2025-2026 School Calendar:

October 20, 2025 – No PM BOCES
November 24, 2025 – Parent-Teacher Conferences
November 25, 2025 - Parent-Teacher Conferences
December 19, 2025 – No PM BOCES
March 30, 2026 – No PM BOCES

- 18.0 **Official to Approve the Correction of the Tax Roll and Tax Bill up to \$2,500** – RESOLVED to adopt a resolution approving Amy Frost to correct any errors on the tax roll and tax bills up to \$2,500.

Motion made by:	Heidi McIntosh	Seconded by:	Brian Schrodtt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodtt	Yes

BOE Meeting
July 14, 2025

HARRISVILLE CENTRAL SCHOOL
BOARD OF EDUCATION
REGULAR MEETING
July 14, 2025, in the Library

Present: Cory Bearor, President; Heidi McIntosh, Vice-President; Parish Atkinson; Kathy Felio; Tennille Schmitt and Brian Schrodt

Also Present: Robert Finster, Superintendent/Elementary Principal; Eric Luther, MS/HS Principal; Amy Frost, District Treasurer and Jolie Snider, District Clerk

1.0 President Cory Bearor called the regular meeting to order at 5:50 p.m.

2.0 RESOLVED to adopt a single resolution approving the following routine items:

2.1 Preliminary Actions & Business Operations

- a. Additions to and Approval of Agenda – the addition of 6.1.1 – BOE Student Representative
- b. Approval of Minutes – June 12, 2025
- c. Treasurer’s Report – April 2025
- d. Student Activities Report – April 2025
- e. Claims Auditor Report – None
- f. Financial Reports – April 2025

Motion made by:	Tennille Schmitt	Seconded by:	Brian Schrodt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodt	Yes

3.0 Public Participation – None

4.0 Old Business - None

5.0 Committee Reports – None

6.0 New Business:

- 6.1 Superintendent Report – Mr. Finster stated that since the Supreme Court allowed President Trump to dismantle the Department of Education, this will affect out Title monies that come from the State. \$10,000 of our Title IV monies help pay for the SRO position. Teachers have been working on aligning our ELA curriculum with the Science of Reading and have been seeing the students’ testing scores increase. BOCES has a CREATE program for 8th graders that is geared towards students that may drop out. We will be looking at potential students for the 2026/2027 school year.

- 6.1.a Maintenance Report
- 6.1.b Transportation/Bus Garage Report
- 6.1.c Enrollment Report
- 6.1.d Health Office Report
- 6.1.e Annual Library Report

- 6.11 Board of Education Student Representative – RESOVLED to adopt a resolution approving Charles Bearor as the Student Representative on the Board of Education. It was noted he will be an ex-officio member.

Motion made by:	Kathy Felio	Seconded by:	Tennille Schmit
Voting Results:	YES: 5	NO: 0	ABSTAIN: 1
C. Bearor	Abstain	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 6.2 MS/HS Principal's Report – Mr. Luther shared regent's exam data. He also reported that the State is looking to have our information on a Portrait of a Graduate by the Fall of 2028. School districts are required to have a plan in place that includes multiple pathways to graduation. Mr. Finster stated this is why they see Mrs. Tuttle-Lamb on the agenda as a Curriculum Consultant.

- 6.3 HTA Contract – RESOLVED to adopt a resolution approving the HTA Contract for July 1, 2025 – June 30, 2028.

Motion made by:	Heidi McIntosh	Seconded by:	Brian Schrod
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 6.4 Home Schooling Manual – RESOLVED to adopt a resolution approving the Home Schooling Manual.

Motion made by:	Kathy Felio	Seconded by:	Parish Atkinson
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 6.5 AIS/RTI Intervention Plan K-12 – RESOLVED to adopt a resolution approving the AIS/RTI Intervention Plan for 2024-2026.

Motion made by:	Tennille Schmitt	Seconded by:	Brian Schrod
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 6.6 Professional Learning Plan for 2025-2026– RESOLVED to adopt a resolution approving the Professional Learning Plan for 2025-2026.

Motion made by:	Tennille Schmitt	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodt	Yes

- 6.7 Authorization to Dispose/Donate Unused Items – RESOLVED to adopt a resolution approving the following items from the Nurse’s Office to be disposed/donated: good light eye chart with extra bulb; 250 cloth masks; antique otoscope with extra parts; antique ear level testing stethoscope; energizer battery charger and IV pole.

Motion made by:	Heidi McIntosh	Seconded by:	Parish Atkinson
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodt	Yes

- 6.8 Data Privacy Agreement with Regional Information Center – RESOLVED to adopt a resolution approving the Data Privacy Agreement Repository with Regional Information Center (RIC)

Motion made by:	Tennille Schmitt	Seconded by:	Brian Schrodt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodt	Yes

Executive Session – RESOLVED to adopt a resolution approving to go into Executive Session for the purpose of the medical, financial, credit, or employment history of a particular person.

Motion made by:	Brian Schrodt	Seconded by:	Heidi McIntosh
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrodt	Yes

The Board entered into Executive Session at 6:08 p.m. and returned at 7:25 p.m.

- 6.9 CSE Recommendations – RESOLVED to adopt a resolution approving the following CSE recommendations: 1296 (24/25 and 25/26), 2007 (25/26) and 2071 (25/26).

Motion made by:	Heidi McIntosh	Seconded by:	Tennille Schmitt
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0

C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 6.10 504 Recommendations – RESOLVED to adopt a resolution approving the following 504 recommendations: 1666 (25/26).

Motion made by:	Kathy Felio	Seconded by:	Brian Schrod
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 6.11 CPSE Recommendations – RESOLVED to adopt a resolution approving the following CPSE recommendations: 1891 and 1912.

Motion made by:	Heidi McIntosh	Seconded by:	Brian Schrod
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

7.0 Personnel –

- 7.1 Long-term Substitute – RESOLVED to adopt a resolution approving Jamie Martin as a Long-term Substitute as an Elementary Teacher in 2nd grade for the 2025-2026 school year.

Motion made by:	Tennille Schmitt	Seconded by:	Parish Atkinson
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 7.2 Teacher's Aide – RESOLVED to adopt a resolution approving Angela Robert as a Pre-K Aide at a rate of \$16.22/hr. per the HEA contract effective August 27, 2025.

Motion made by:	Heidi McIntosh	Seconded by:	Kathy Felio
Voting Results:	YES: 5	NO: 1	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	No

- 7.3 Substitute Bus Driver- RESOLVED to adopt a resolution approving Angela Robert as a Substitute Bus Driver at a rate of \$23.30/hr.

No motion was made.

- 7.4 Curriculum Consultant – RESOLVED to adopt a resolution approving Sheryl Tuttle-Lamb as a Curriculum Consultant at a number of days to be determined at a daily rate of \$430.56.

This agenda item was tabled

- 7.5 Leave of Absence – RESOLVED to adopt a resolution approving the following paid leave of absence.

Jean LaVancha
IT Director – 1 FTE
Duration – June 26, 2025 – up to six weeks.

Motion made by:	Heidi McIntosh	Seconded by:	Brian Schrod
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

- 8.0 Adjournment – The meeting was adjourned at 7:28 p.m.

Motion made by:	Kathy Felio	Seconded by:	Brian Schrod
Voting Results:	YES: 6	NO: 0	ABSTAIN: 0
C. Bearor	Yes	K. Felio	Yes
H. McIntosh	Yes	T. Schmitt	Yes
P. Atkinson	Yes	B. Schrod	Yes

Respectfully submitted,

Jolie Snider
District Clerk