Draft MINUTES
Laurens Central School
Board of Education
Reorganizational Meeting
FACS Room 115 - 7:00 PM
July 1, 2025

Opening of Meeting

I. OPENING OF MEETING

A. Call to Order

The meeting was called to order at 7:00 pm by Superintendent W. Dorritie.

B. Adoption of Agenda

Motion made by C. Struckle, seconded by M. Wikoff to adopt the agenda. Motion carried 5-0-0.

Board of Education Members

II. BOARD OF EDUCATION MEMBERS

A. Board of Education Member Oath of Office: Margaret Wikoff

District Clerk P. Weir administered the Oath of Office to Board Member M. Wikoff.

Roll Call

III. ROLL CALL AND QUORUM CHECK

Board Members Present: C. Struckle, T. Francisco, M. Wikoff, P. Bush-Allen, G. Murello

Board Members Absent: None

Others Present: W. Dorritie, Supertintendent; P. Weir, District Clerk; A. Schlee, District Treasurer

Election of Officers

IV. ELECTION OF OFFICERS

A. President - Oath of Office

P. Bush-Allen nominated C. Struckle as Board President, seconded by M. Wikoff and carried 4-0-1.

District Clerk P. Weir administered the Oath of Office to C. Struckle.

B. Vice President - Oath of Office

P. Bush-Allen nominated T. Francisco as Board Vice President, seconded by G. Murello and carried 4-0-1.

Board President C. Struckle administered the Oath of Office to T. Francisco

Superintendent Oath

V. ADMINISTRATION OF OATH FOR DISTRICT SUPERINTENDENT

A. William Dorritie

Board President C. Struckle administered the Oath of Office to W. Dorritie.

Appointment of Officers

VI. APPOINTMENT OF OFFICERS

A. District Clerk – Pamela Weir - Oath of Office
B. Deputy District Clerk – William Dorritie – Oath of Office
C. Tax Collector – Deborah Lawyer - Oath of Office
D. District Treasurer – Amy Schlee - Oath of Office
E. Deputy Treasurer – Lynda Rathbun - Oath of Office

F. Internal Claims Auditor – Kerri Gartung - Oath of Office
G. District Representative Officer on the Governing Board of the Catskill Area Schools Employee Benefit Plan – William Dorritie
H. District Representative Interim Designee on the Governing Board of the Catskill Area Schools Employee Benefit Plan – Amy Schlee

Motion made by G. Murello, seconded by P. Bush-Allen to approve the above appointments. Motion carried 5-0-0.

President, C. Struckle administered the Oath of Office to officers Pamela Weir, William Dorritie, and Amy Schlee. The Oath of Office will be administered to absent officers at a later date.

Other Appointments

VII. OTHER APPOINTMENTS

A. School Physician - School Based HealthZone-Dr. Kerri LeBlanc, MD & Jessica Gaske, PNP
B. Attorney – (Ferrara Fiorenza, PC), (Girvin and Ferlazzo, PC), (Hodgson Russ, LLP)
C. Records Access/Management Officer – Pamela Weir
D. Central Treasurer - Extra Curricular Activity Accounts – Pamela Weir
E. Faculty Advisor, Extracurricular – William Dorritie
F. Attendance Officer – Crystal Wust
G. Insurance Consultant – NYSIR
H. District Auditor – Raymond G. Preusser, PCS PC
I. Fire Safety Inspector – Josh Reiss, ONC BOCES Safety Risk Management
J. Investment Officers – Amy Schlee and William Dorritie
K. Permanent Chairperson for District Meetings and Elections – William Dorritie
L. Asbestos Designee – Steve West, Director of Facilities III
M. Safety Coordinator – Steve West, Director of Facilities III
N. Dignity for All Students Coordinator – John Mushtare
O. Census Enumerator – Crystal Wust
P. Purchasing Agent – William Dorritie
Q. Education Law 2D Compliance Officer – William Dorritie
R. Committee on Special Education and Committee on Pre-School Education
See attached Regulations*
S. Impartial Hearing Officers
Approval of the list of Impartial Hearing Officers as certified by the Impartial Hearing Reporting System for Otsego County

Motion made by M. Wikoff, seconded by T. Francisco to approve the above appointments. Motion carried 5-0-0.

Designations

VIII. DESIGNATIONS

A. Official Banks
1. Community Bank, N.A.
2. NYCLASS New York Cooperative Liquid Assets Securities System
3. Any other bank or trust company when bidding conditions warrant

B. Regular Monthly Board of Education Meetings
1. 7/16/25* Wednesday
2. 8/20/25
3. 9/17/25
4. 10/15/25
5. 11/19/25
6. 12/17/25
7. 1/21/26
8. 2/25/26
9. 3/18/26
10. 4/15/26
11. 5/5/26 - Public Hearing
12. 5/19/26 - Annual Meeting (Budget Vote)

13. 5/20/26 - Regular Board Meeting
14. 6/17/26

C. Official Newspaper - The Daily Star, Oneonta, NY

Motion made by P. Bush-Allen, seconded by M. Wikoff to approve the above designations with corrected Board meeting dates. Motion carried 5-0-0.

Authorizations

IX. AUTHORIZATIONS

A. Certify Payrolls – William Dorritie
B. Certify attendance at Conferences/Workshops/Conventions/Attendance – William Dorritie
C. Designation of authorized signatures on payroll checks – Amy Schlee or Lynda Rathbun or William Dorritie
D. Designation of authorized signatures on all other checks – Amy Schlee or Lynda Rathbun and William Dorritie
E. Authorize the Superintendent to transfer up to $1,000 within the General Fund Budget
F. Superintendent to apply for Grants in Aid (State and Federal)
G. Authorize and designate Amy Schlee, Lynda Rathbun and William Dorritie to direct and effect wire transfers of funds from the district's account with Community Bank, N.A, NYCLASS New York

Motion made by G. Murello, seconded by T. Francisco to approve the above authorizations. Motion carried 5-0-0.

Bonding of Personnel

X. BONDING OF PERSONNEL

A. District Clerk (Pamela Weir)
B. Deputy District Clerk (William Dorritie)
C. District Treasurer (Amy Schlee)
D. District Tax Collector (Deborah Lawyer)
E. Central Treasurer - Extra Curricular Activity Funds (Pamela Weir)
F. Deputy District Treasurer (Lynda Rathbun)
G. Superintendent (William Dorritie)
H. Internal Claims Auditor (Kerri Gartung)

Motion made by G. Murello, seconded by M. Wikoff to approve the above bonding. Motion carried 5-0-0.

Other Items

XI. OTHER ITEMS

A. Adoption of Board of Education Policies
B. Establish mileage reimbursement - $.70
C. Old Age Exemption - $16,000
D. Substitute Teacher Salary
   1. Certified - $115.00 per diem
   2. Non-certified - $105.00 per diem
E. Substitute School Nurse (RN) Salary - $130.00 per diem (LPN $105.00 per diem)
F. Bus Driver Substitute Rate: $24.00 per hour
G. The 2025-2026 Laurens Central School Professional Development Plan. (CTLE Plan: Continuing Teacher and Leader Education Plan)

Motion made by P. Bush-Allen, seconded by G. Murello to approve the above other items with a correction to the mileage reimbursement rate. Motion carried 5-0-0.

Adjournment

XII. ADJOURNMENT

The Board adjourned without further discussion at 7:11 pm. Motion made by G. Murello, seconded by M. Wikoff. Motion carried 5-0-0.

PLEASE PRINT YOUR NAME BELOW **July 1, 2025**

PLEASE NOTE: IF YOU SPEAK AT A BOARD MEETING DURING PUBLIC COMMENT, YOUR NAME WILL APPEAR IN THE BOARD MINUTES. PLEASE UNDERSTAND THAT OUR MINUTES ARE PLACED ON OUR WEBSITE AND YOUR NAME WILL APPEAR ON THE INTERNET.

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