

ORGANIZATIONAL AND REGULAR MEETING
OF THE BOARD OF EDUCATION – JULY 12, 2022

The Organizational and Regular Meeting of the Board of Education of the Johnson City Central School District, held in the Board Room of the Johnson City High School, 666 Reynolds Road, Johnson City, Broome County, New York was called to order by President Matyas at 7:00 p.m. on Tuesday, July 12, 2022.

President Matyas led the Pledge of Allegiance to the Flag.

Upon roll call, Board

Members present:	Nicholas J. Matyas, President
	Jeannette Farr, Vice President
	Matthew Jablonowski, District Clerk
	Stephen Barrows, Trustee
	Shannon Edmondson, Trustee
	Richard G. Martinez, Trustee
	Amber Stallman, Trustee

Also present were: Eric Race, Superintendent of Schools; Joseph Guccia, Assistant Superintendent for Teaching, Learning, and Accountability; Elisa Eaton, Assistant Superintendent for Administration; and Jalynn Doig, Board Clerk.

ORGANIZATIONAL AGENDA

Superintendent Race indicated the first order of business was swearing in of the newly elected board members, Richard Martinez and Nicholas Matyas, and the election of Board Officers for the 2022-23 school year.

Superintendent Race administered the Oath of Office to Board Members Richard Martinez and Nicholas Matyas.

Superintendent Race was sworn in by the Notary Public, Melissa Vicari, prior to this meeting.

Superintendent Race indicated the next order of business was the election of Board Officers for the 2022-23 school year.

The position of President of the Board was open. Nicholas Matyas was nominated by Trustee Edmondson and seconded by Trustee Stallman and was elected unanimously to the position of President.

The position of Vice President of the Board was open. Jeannette Farr was nominated by Trustee Jablonowski and seconded by Trustee Barrows and was elected unanimously to the position of Vice President.

The position of District Clerk of the Board was open. Matthew Jablonowski was nominated by Trustee Martinez and seconded by Trustee Farr and was elected unanimously to the position of District Clerk.

D. CONTRACT AGREEMENTS 2022-23 MOTION: Trustee Jablonowski SECOND: Trustee Stallman CARRIED UNANIMOUSLY

Upon the recommendation of the Superintendent, the Board approved the following contract agreements:

- Children’s Unit for Treatment and Evaluation – Summer 2022
- The Children’s Home of Wyoming Conference - 2022-23
- Reva Reid Therapy Services – 2022-23
- G & E Therapies – 2022-23; Summer 2022
- Valerie Brown – Occupational Therapist 2022-23
- Paula Loretz – Occupational Therapist 2022-23
- Pauline Westcott – Occupational Therapist 2022-23
- Colleen Williams Physical Therapist 2022-23
- Dorothy Belo – Physical Therapy Assistant 2022-23
- Denise Gillin – Teacher of the Deaf – Summer 2022

Copy – Support Folder July 12, 2022

E. DISTRICT POLICY 1ST READING Superintendent Race presented the following policy for a first reading:
- #5300 – Code of Conduct

F. PERSONNEL - INSTRUCTIONAL MOTION: Trustee Jablonowski SECOND: Trustee Martinez CARRIED UNANIMOUSLY
Upon the recommendation of the Superintendent of Schools, the Board approved the following:

RESIGNATIONS

Name	Tenure Area / Location		Effective Date
Brendan Gardner	Music	Elem./Middle (3-5)	8/31/2022
Carmen Roehm	Physical Education	Elem./Middle (3-5)	6/27/2022

SUBSTITUTE APPOINTMENTS

Name	Tenure Area / Certification		Effective Dates
Melissa O’Flanagan	School Counselor	School Counselor, Prov.	9/1/2022 – 6/30/2023
Michael Schwarten	Foreign Language	Uncertified	9/1/2022- 6/30/2023

F. PERSONNEL-INSTRUCTIONAL (CONT'D.)

COACHING APPOINTMENTS 2022-23

Name	Position
Todd Place	Head Football
Benjamin Eggleston	Assistant Football
William Spalik	Assistant Football
Bo Flynn	Assistant Football
Dominic Nadz	Assistant Football
James Colgan	Assistant Football
Sean Mullins	Assistant Football
Alexander Sprague-Getsy	Assistant Football
Kyle Begley	Assistant Football
Hector Lopez, Sr.	Assistant Football
Lydia Mann	Head Cheerleading
Kristina McCormick	Assistant Cheerleading
Lucas Ramondino	Assistant Cheerleading
Megan Carpenter	Head Girls Soccer
Brittany Carpenter	Assistant Girls Soccer
Michelle Reynolds	Assistant Girls Soccer
Tyler Hinds	Assistant Girls Soccer
Isaiah Hutchko	Head Boys Soccer
Michael Patterson	Assistant Boys Soccer
Gregg Veech	Assistant Boys Soccer
Tu Luong	Assistant Boys Soccer
Alisha Pellicciotti	Head Volleyball
Randall Bors	Assistant Volleyball
Lisa Miller	Assistant Volleyball
Eric Adolf	Head Cross Country
Stephan Moore	Assistant Cross Country
Kristen Tocheny	Head Girls Swim/Dive
Christi McCoy	Assistant Girls Swim/Dive
Ashlee Kohlbach	Assistant GirlsSwim/Dive
Nicole Petta	Assistant Girls Swim/Dive
Joe Mars	Head Boys Golf
Ryan Cummings	Head Girls Tennis
Maura Nolan	Assistant Girls Tennis
William Spalik	Head Boys Basketball
Dominic Nadz	Assistant Boys Basketball
Michael Patterson	Assistant Boys Basketball
Andre Hankey	Assistant Boys Basketball
Timothy Talcott	Head Girls Basketball

F. PERSONNEL-INSTRUCTIONAL (CONT'D.)

COACHING APPOINTMENTS 2022-23 (CONT'D.)

Name	Position
Jeffrey Smith	Assistant Girls Basketball
Maura Nolan	Assistant Girls Basketball
Christina Howe-Sampson	Assistant Girls Basketball
Quentin Pappadakis	Head Wrestling
Todd Place	Assistant Wrestling
Jacob Warner	Assistant Wrestling
Corey McCormick	Assistant Wrestling
Kristen Tocheny	Head Boys Swim/Dive
Christi McCoy	Assistant Boys Swim/Dive
Ashlee Kohlbach	Assistant Boys Swim/Dive
Gregg Veech	Assistant Boys Swim/Dive
Eric Smith	Head Bowling
Ryan Edmondson	Assistant Bowling
Eric Putman	Head Indoor Track
Eric Mastorianni	Assistant Indoor Track
Brittany Carpenter	Assistant Indoor Track
Lydia Mann	Head Cheerleading
Kristina McCormick	Assistant Cheerleading
Lucas Ramondino	Assistant Cheerleading
Paul Stanton	Head Baseball
Sean Mullins	Assistant Baseball
Matt Zelesnikar	Assistant Baseball
Todd Cutting	Assistant Baseball
Jason Rice	Assistant Baseball
Ryan Edmondson	Assistant Baseball
Jessica Duff	Head Softball
Michael Patterson	Assistant Softball
David Phinney	Assistant Softball
Michelle Reynolds	Assistant Softball
Lisa Miller	Assistant Softball
Erik Legenhausen	Head Girls Lacrosse
Mick Lombardini	Assistant Girls Lacrosse
Kylie Hrehor	Assistant Girls Lacrosse
Blake Nuckolls	Assistant Girls Lacrosse
Randall Bors	Assistant Girls Lacrosse
Amanda Mauro	Assistant Girls Lacrosse
Bo Flynn	Head Boys Lacrosse
Chase Harrington	Assistant Boys Lacrosse
William Spalik	Assistant Boys Lacrosse
Cody Chanthavong	Assistant Boys Lacrosse

F. PERSONNEL-INSTRUCTIONAL (CONT'D.)

COACHING APPOINTMENTS 2022-23 (CONT'D.)

Name	Position
Benjamin Eggleston	Assistant Boys Lacrosse
William Knight	Assistant Boys Lacrosse
Ryan Cummings	Head Boys Tennis
Maura Nolan	Assistant Boys Tennis
Eric Putman	Head Track & Field
Eric Mastroianni	Assistant Track
Peter Tylanda	Assistant Track
Brittany Carpenter	Assistant Track
Joshua Perez	Assistant Track
Joe Mars	Head Girls Golf
Michael Guley	Equipment Manager

G. PERSONNEL - NONINSTRUCTIONAL
 MOTION: Trustee Jablonowski SECOND: Trustee Edmondson
 CARRIED UNANIMOUSLY

Upon the recommendation of the Superintendent of Schools, the Board approved the following:

EMERGENCY CONDITIONAL APPTS. PENDING CLEARANCE

Name	Position / Location	Effective Date
Nada Kaddoura	Substitute Food Service Worker Districtwide	9/06/2022
Salma Akther	Substitute Food Service Worker Districtwide	9/06/2022

H. CONFERENCE REQUESTS
 MOTION: Trustee Martinez SECOND: Trustee Edmondson
 CARRIED UNANIMOUSLY

Upon the recommendation of the Superintendent, the Board approved the following:

Date(s)	Conference	Attendee(s)
7/18/22 – 7/19/22	Diversity Symposium of Thought Leaders; Ithaca High School Ithaca, NY	K. Amato, D. Vazquez (HS), J. Paske, P. Grassi (CO)
7/21/22	2022 Summer Law Conference The Desmond Hotel; Albany, NY	E. Race (Supt.)
9/18 – 9/20/22	NYSCOSS Fall Leadership Summit Embassy Suites; Saratoga, NY	E. Race (Supt.)

I. FIELD TRIP REQUESTS

MOTION: Trustee Jablonowski
 CARRIED UNANIMOUSLY
 SECOND: Trustee Stallman
Upon the recommendation of the Superintendent of Schools, the Board approved the following:

Date of Trip	Destination	Requesting Org.	Purpose
7/14 & 7/28/22	Lander’s River Trips Narrowsburg, NY	A. Willson (MS Students)	Summer Field Trip
7/15/22	CFJ Park Johnson City, NY	G. DeSantis (JC CAT Care)	CAT Care Summer Program
7/22/22	Cinema Saver Endicott, NY	G, DeSantis (JC CAT Care)	CAT Care Summer Program
7/25/22 – 7/27/22	Aldersgate Camp Greig, NY	J. Halladay (MS F&CS)	Leadership Training Summer Camp
7/29/22	CFJ Park Johnson City, NY	G. DeSantis (JC CAT Care)	CAT Care Summer Program
8/5/22	CV State Park Chenango Forks, NY	G. DeSantis (JC CAT Care)	CAT Care Summer Program
8/12/22	Ripics Carousel Lanes Binghamton, NY	G. DeSantis (JC CAT Care)	CAT Care Summer Program
8/19/22	Chuck-E-Cheese Vestal, NY	G. DeSantis (JC CAT Care)	CAT Care Summer Program

J. BUILDINGS & GROUNDS REQUESTS

MOTION: Trustee Martinez
 CARRIED UNANIMOUSLY
 SECOND: Trustee Barrows
Upon the recommendation of the Superintendent the Board approved the following:

Organization	Facility Requested	Timeframe	Purpose
Triple Cities Soccer Officials Association	HS Rm. 222	8/01, 8/08, 8/15, 8/22 & 8/29/2022 6:00 – 9:00 PM	Training Sessions
USPS America Boating Club	HS Rm. 173	9/6 – 11/15/2022 7:00 – 9:00 PM	Safety Class

K. BOARD OPEN DISCUSSION

Superintendent Race was pleased to report summer enrichment and camps are underway with great participation and enthusiasm. He shared some of the great work accomplished during administrative retreat. Trustee Farr reported on the stakeholder Blueprint for Success meeting with a diverse group of parents and staff. Some of the topics of discussion included the desire to improve JC’s image in the greater community, building a more diverse staff, inclusion of multiple pathways to graduation for students, and more district presence in the community.

- L. VISITORS There were no visitors that wished to speak.
- M. EXECUTIVE MOTION: Trustee Jablonowski SECOND: Trustee Stallman
SESSION CARRIED UNANIMOUSLY
 The Board went into Executive Session at 8:32 p.m. to discuss the
 Superintendent and Assistant Superintendents' contracts.
 The following attended Executive Session:
 Board Members: Trustees Matyas, Farr, Jablonowski, Barrows,
 Edmondson, Martinez, Stallman
 MOTION to Adjourn Executive Session: Trustee Martinez
 SECOND: Trustee Barrows
 CARRIED UNANIMOUSLY
 The Regular Meeting reconvened at 9:05 p.m.
- N. REGULAR MOTION: Trustee Jablonowski SECOND: Trustee Martinez
MEETING CARRIED UNANIMOUSLY
ADJOURNED The Regular Meeting adjourned at 9:06 p.m.

Jalynn Doig

Jalynn Doig
Board Clerk

**BOARD ORGANIZATIONAL AND REGULAR MEETING
OF THE BOARD OF EDUCATION - July 12, 2022**

Johnson City Central School District

I. APPOINTMENT OF OFFICERS:

MOTION: Trustee Edmondson SECOND: Trustee Stallman

Upon roll call the vote was as follows:

Ayes: (7) Trustees Matyas, Farr, Jablonowski, Barrows
Edmondson, Martinez, Stallman

Noes: (0) None

Absent: (0) None

Abstain: (0) None

President Matyas declared the motion approved.

A. DISTRICT TREASURER

RESOLVED that **Dustin McClure** is appointed District Treasurer.

B. DEPUTY TREASURER

RESOLVED that **Kelly Covert** is appointed Deputy Treasurer.

C. TAX COLLECTOR

RESOLVED that **Wendy Hughes** is appointed District Tax Collector for the Towns of Maine, Chenango, Dickinson and Union.

D. CENTRAL TREASURER - Activity Funds

RESOLVED that **Eileen Osick** is appointed High School Central Treasurer-Activity Funds and **Kelly Rowe** is appointed Middle School Central Treasurer-Activity Funds.

E. INTERNAL CLAIMS AUDITOR

RESOLVED that **Central Business Office** is appointed Internal Claims Auditor.

II. OTHER APPOINTMENTS

MOTION: Trustee Martinez SECOND: Trustee Edmondson

CARRIED UNANIMOUSLY

A. SCHOOL PHYSICIANS

RESOLVED that services will be provided by **United Health Services**.

B. SCHOOL ATTORNEYS

RESOLVED that legal services will be provided by **Coughlin & Gerhart, LLP**.

RESOLVED that legal services will be provided by **The Law Firm of Frank W. Miller, LLP**

II. OTHER APPOINTMENTS (Cont'd.)

C. CENSUS ENUMERATOR

RESOLVED that **Paula Grassi** is appointed Census Enumerator.

D. ATTENDANCE OFFICER

RESOLVED that **Laura Toner** is appointed Attendance Officer.

E. AUDIT COMMITTEE

RESOLVED that the Audit Committee is comprised of the following members with the following terms:

Matt Jablonowski	July 1, 2020 - June 30, 2023
Amber Stallman	July 1, 2021 - June 30, 2024
Nicholas Matyas	July 1, 2022 - June 30, 2025

F. INDEPENDENT EXTERNAL AUDITOR

RESOLVED that independent external auditor services will be provided by **Vieira and Associates, CPAs**.

G. INTERNAL AUDITOR

RESOLVED that internal auditor services will be provided by **Ernest Skiadas, CPA**.

H. RECORDS ACCESS OFFICER

RESOLVED that **Elisa Eaton** is appointed Records Access Officer.

I. RECORDS RETENTION & DISPOSITION OFFICER

RESOLVED that **Cliff Butler** is appointed Records Retention and Disposition Officer.

J. DISTRICT COMPLIANCE OFFICER (Sexual Harassment and Antidiscrimination)

RESOLVED that **Jeffrey Paske** is appointed District Compliance Officer.

K. POLICY MANUAL MAINTENANCE OFFICER

RESOLVED that **Eric Race** or designee is appointed Policy Manual Maintenance Officer.

L. ASBESTOS DESIGNEES

RESOLVED that **Dean Simmons** is appointed Asbestos Designees.

M. EMERGENCY COORDINATOR AND DISASTER DESIGNEE

RESOLVED that **Elisa Eaton** is appointed Emergency Coordinator and Disaster Designee.

N. HEALTH AND SAFETY OFFICER

RESOLVED that **Elisa Eaton** is appointed Health and Safety Officer.

O. INTEGRATED PEST MANAGEMENT COORDINATOR

RESOLVED that **Elisa Eaton** is appointed Integrated Pest Management Coordinator.

II. OTHER APPOINTMENTS (Cont'd.)

P. LIAISON FOR HOMELESS CHILDREN AND YOUTHS

RESOLVED that **Paula Grassi** is appointed Liaison for Homeless Children and Youths.

Q. BOARD CLERK

RESOLVED that **Jalynn Doig** is appointed Board Clerk.

R. CHIEF INFORMATION OFFICER

RESOLVED that **Joseph Guccia** is appointed Chief Information Officer.

S. MEDICAID COMPLIANCE OFFICER

CARRIED UNANIMOUSLY

RESOLVED that **Michele Gregor** is appointed Medicaid Compliance Officer.

T. DIGNITY ACT COORDINATORS

RESOLVED that the following are appointed Dignity Act Coordinators:

High School	Fred Deinhardt
Middle School	Dan Erickson
K-5 Elementary	Carlye Dobransky

III. DESIGNATIONS

MOTION: Trustee Jablonowski

SECOND: Trustee Edmondson

CARRIED UNANIMOUSLY

A. OFFICIAL BANK DEPOSITORIES

RESOLVED that the following Banks are designated as the official depositories:

M & T Bank
Chase Manhattan
NBT
Chemung Canal Trust Co.
Key Bank
Citizens Bank

B. REGULAR MONTHLY MEETINGS

RESOLVED that the second and fourth Tuesdays are designated as the official times for the regular meetings of the Board of Education or following the schedule approved by the Board of Education and posted on the district website.. Regular Board Meetings shall begin at 7:00 p.m. Visitors will be allowed to question and/or comment.

C. OFFICIAL NEWSPAPER

RESOLVED that the *Press & Sun-Bulletin* is designated as the Official Newspaper.

IV. AUTHORIZATIONS

MOTION: Trustee Jablonowski

SECOND: Trustee Martinez

CARRIED UNANIMOUSLY

A. CHIEF SCHOOL OFFICER TO CERTIFY PAYROLLS

RESOLVED that **Superintendent Eric Race** is authorized as Chief School Officer to certify payrolls.

IV. AUTHORIZATIONS (Cont'd.)

B. SCHOOL PURCHASING AGENT

RESOLVED that **Tracy Baker** is authorized as School Purchasing Agent. In her absence, **Dale Ball** is designated to sign purchase orders as needed.

C. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS

RESOLVED that establishment of the following petty cash funds are authorized:

District-Wide Start Up – Paul Cerasaro	\$100.00
Food Services Start Up – Paul Cerasaro	\$600.00
Johnson City Senior High School – Paula Grassi	\$ 50.00
Johnson City Middle School - Daniel Erickson	\$ 50.00
Central Administration – TBD	\$100.00
Superintendent’s Office – Eric Race	\$100.00
Athletics – Jeffrey Paske	\$600.00

D. CREDIT CARD LIMITS

RESOLVED that the following are credit card limits:

<u>Name on Card</u>	<u>Issued By</u>	<u>Max. Limit</u>
Eric Race	Chase	\$12,500.00
TBD	Chase	\$12,500.00

E. AUTHORIZED SIGNATURE OR FACSIMILE ON CHECKS

RESOLVED that **Dustin McClure** is designated to sign, or use a facsimile to sign, all payroll and other checks. In her absence, **Kelly Covert** is designated to sign payroll and other checks as needed.

F. TRANSFER OF FUNDS - Authorization for Superintendent to make Inter-fund Transfers up to \$5,000.00 Commissioner's Regulations, Section 170.2(1)

RESOLVED that **Superintendent Eric Race** is authorized to make Inter-fund transfers up to \$5,000.00 (Commissioner's Regulations Section 170.2(1)).

G. STAFF ATTENDANCE AT CONFERENCES

RESOLVED that the Superintendent of Schools is authorized to approve requests from the Instructional and Non-instructional staff to attend conferences, institutes and workshops when the estimated expenditures do not exceed \$1,000.00 and it is within budgetary allocations for the 2022-23 school year.

V. OTHER ITEMS

MOTION: Trustee Jablonowski
CARRIED UNANIMOUSLY

SECOND: Trustee Martinez

A. READOPTION OF ALL BOARD POLICIES

RESOLVED that all Board Policies in effect during the previous year are readopted.

B. ESTABLISH MILEAGE REIMBURSEMENT RATE

RESOLVED that the maximum rate allowed by IRS without being declared income is established.

C. GROUP BIDS

RESOLVED that the District is authorized to participate in group bids with BOCES, other school districts, Broome County and other municipalities, as allowed by law.

D. TUITION RATES FOR NONRESIDENT STUDENTS WHO ARE CHILDREN OF DISTRICT EMPLOYEES

RESOLVED that the tuition rate for 2022-23 for nonresident students who are children of district employees is set at \$1,144.00 per child, per year.

E. FACILITY USE FEES

RESOLVED that the following fees will be charged when “For Profit” organizations request to use district facilities:

<u>Facility</u>	<u>Present Fee*</u> <u>[Monday – Friday]</u>	<u>Recommended Fee*</u> <u>[Monday – Friday]</u>
-High School Auditorium -High School Cafeteria -K-8 Cafetorium -High School Large Gym -K-5 Gym -6-8 Gym -Swimming Pool -Athletic Fields	\$300.00 for one day \$50.00 each additional day	\$300.00 for one day \$50.00 each additional weekday
-High School Small Gym -K-5 Gym (one-half) -6-8 Gym (one-half)	\$100.00 for one day \$15.00 each additional day	\$100.00 for one day \$15.00 each additional weekday
-High School Library/Classroom -K-8 Library/Classroom -High School Cafeteria (meetings only) -K-8 Cafetorium (meetings only)	\$40.00 per hour	\$40.00 per hour \$60.00 per OT hour
Turf Field	\$400 (2.5 hours) \$50.00 each additional hour	\$400 (2.5 hours) \$50.00 each additional hour
Field Lights	\$50.00 per hour	\$50.00 per hour

V . OTHER ITEMS

E. Facility Use Fees (Cont'd.)

Facility	<u>Present Fee*</u> <u>[Weekend/Holiday]</u>	<u>Recommended Fee*</u> <u>[Weekend/Holiday]</u>
-High School Auditorium -High School Cafeteria -K-8 Cafetorium -High School Large Gym -K-5 Gym -6-8 Gym -Swimming Pool	\$600.00 for one day	\$600.00 for one day \$50.00 each additional holiday/weekend day
-High School Small Gym -K-5 Gym (one-half) -6-8 Gym (one-half)	\$200.00 for one day	\$200.00 for one day \$50.00 each additional holiday/weekend day
-High School Library/Classroom -K-8 Library/Classroom -High School Cafeteria (meetings only) -K-8 Cafetorium (meetings only)	\$60.00 per hour	\$60.00 per hour
Athletic Feilds	\$300.00 for one day \$50.00 each additional day	\$300.00 for one day \$50.00 each additional weekend/holiday day
Turf Field	\$400 (2.5 hours) \$50.00 each additional hour	\$400 (2.5 hours) \$50.00 each additional hour
Field Lights	\$50.00 per hour	\$50.00 per hour

*If extra staffing services are required, charges will be \$40.00 per hour/per person. If event occurs when extra staff is not regularly scheduled, overtime rate of \$60.00 per hour/per person will be charged. Staffing needs will be determined by the district.

F. WORK DAY

Employees who work in excess of five (5) hours per day will be entitled to a minimum lunch period of thirty (30) minutes and two (2) fifteen (15) minute breaks. The thirty-minute lunch period shall be granted as duty free time.

Employees who work between four (4) and five (5) hours per day will receive one (1) fifteen (15) minute break and one (1) thirty (30) minute duty free lunch.

Employees who work less than four (4) hours per day will receive one (1) fifteen (15) minute break.

The work day for each employee group will be established on an annual basis through resolution by the Board of Education.

Title	Hours/Day	Lunch	Breaks
Clerical I (Transportation/Comp. Services)	8 hours	1 hour	Two (2) fifteen (15) min.
Clerical I	7 hours	1 hour	Two (2) fifteen (15) min.
Clerical II (12 month)	7 hours	1 hour	Two (2) fifteen (15) min.
Clerical II (10 month)	7 hours	1 hour	Two (2) fifteen (15) min.
Cleaner	8 hours	30 minutes	Two (2) fifteen (15) min.
Custodian	8 hours	30 minutes	Two (2) fifteen (15) min.
Maintenance	8 hours	30 minutes	Two (2) fifteen (15) min.
Grounds	8 hours	30 minutes	Two (2) fifteen (15) min.
Mechanics	8 hours	30 minutes	Two (2) fifteen (15) min.
Head Mechanic	8 hours	30 minutes	Two (2) fifteen (15) min.
Head Groundsman	8 hours	30 minutes	Two (2) fifteen (15) min.
Head Custodian	8 hours	30 minutes	Two (2) fifteen (15) min.
Network Specialist	8 hours	1 hour	Two (2) fifteen (15) min.
Aides	Varies		
Monitors	Varies		
Bus Drivers	Varies		
Head Cook	6 hours	30 minutes	Two (2) fifteen (15) min.
Food Service Helper	Varies	30 minutes	Two (2) fifteen (15) min.
Delivery Driver	8 hours	30 minutes	Two (2) fifteen (15) min.
School Nurse	7 hours	1 hour	Two (2) fifteen (15) min.
PC Lan Technician	8 hours	1 hour	Two (2) fifteen (15) min.
Cook Manager	8 hours	30 minutes	Two (2) fifteen (15) min.

Jalynn Doig
Board Clerk