

**SCHROON LAKE CENTRAL SCHOOL
BOARD OF EDUCATION MEETING AGENDA
THURSDAY, JUNE 22, 2023
7:00 PM SCHOOL LIBRARY**

- I. Call to order
- II. Pledge of Allegiance
- III. Approval of the Minutes of the Board Meeting
 - A. May 16, 2023 Budget Results
 - B. May 18, 2023 Regular Meeting
- Public Participation
- Financial Reports
 - A. Approval of Warrant #11
 - B. Treasurer's Report/Budget Status
 - C. Extra-Curricular Report
 - D. Tax assessment reimbursement
- IV. Superintendent's Report
 - A. Educational Highlight -Family & Consumer Science
 - B. Spanish Trip- Carey
 - C. Recognize Retirees
 - D. Organizational Date July 6, 2023
 - E. Teacher Training Institute
 - F. Summer Curriculum Projects
 - G. Principals Report
- VII. Board Discussion and Action Items
 - A. CSE/CPSE/504 Recommendations
 - B. Appoint Extra Curricular 2023-2024
 - C. Appoint summer school aides, drivers & cafeteria staff
 - D. Tuition Paying Students 2023-2024
 - E. Approve Girvin & Ferlazzo retainer Agreement 2023-2024
 - F. Approve Cooperative Purchasing Agreement
 - G. Approve Special Education School Age Summer School
 - H. Approve Adult Education Sponsorship Agreement
 - I. Appoint Interim Superintendent
 - J. Appoint Mentor
 - K. Approve Principal Salary
 - L. Approve shared service with Long Lake
 - M. Approve Cross Contract for BOCES services
- VII. Public Participation
- IX. Executive Session (if needed and called)
- X. Adjournment

III. A
Pg. 12
DRAFT

SCHROON LAKE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
May 16, 2023

BOARD MEMBERS PRESENT:

Bruce Murdock
Susan Repko
Jared Whitley

OTHERS PRESENT:

Supt. Brooks Sharon Smith
Danielle Fosella Fran Mahler
Lee Silvernail Pricilla Gould

BOARD CLERK

Lisa DeZalia

MEETING
TO ORDER

President Bruce Murdock called the meeting to order at 8:40 pm

BOE
ACCEPT
RESULTS

A motion was made by Susan Repko, second by Jared Whitley to accept the results of the Budget /Vote as follows:

Budget- Yes- 232 No- 92
All Board members voted Yes- 3 No-0 motion carried

A motion was made by Bruce Murdock, second by Jared Whitley to accept the results of the Bus Proposition as follows:

Bus- Yes-236 No- 88
All Board members voted Yes-3 No-0 motion carried

A motion was made by Bruce Murdock, second by Susan Repko to Accept the results of the Board Seat as follows:

Jared Whitley – 265
Brooke Clark- 1
David Morgan - 2
Albert May 1
Mark LePlante 1
Stephen Gratto 1
Craig Maisonville 1
Sharon Smith 3

All Board members voted Yes- 3 No-0 motion carried

ADJOURNMENT

A motion was made by Susan Repko, second by Bruce Murdock to adjourn at 8:42 pm.

All Board members voted Yes –3 No-0 motion Carried

District Clerk

III. B
Pg. 13
DRAFT

SCHROON LAKE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
Library
May 18, 2023 @ 7:00 PM

BOARD MEMBERS PRESENT:
Bruce Murdock
Valerie LeBlanc
Codie Aiken
Susan Repko
Jared Whitley

OTHERS PRESENT:
Supt. Brooks Kemm Pemrick
Danielle Fosella Matt Curren
Melissa Whitley Lee Silvernail
Darren Tyrrell Karla Tyrrell

BOARD CLERK
Lisa DeZalia

MEETING TO ORDER President Jared Whitley called the meeting to order at 7:00 pm

Those present pledged allegiance to the flag.

PREVIOUS MINUTES A motion was made by Bruce Murdock, second by Susan Repko to approve the minutes of April 27, 2023 Special Meeting as presented All Board members voted Yes-5 No- 0 motion carried

PREVIOUS MINUTES A motion was made by Susan Repko, second by Bruce Murdock to approve the minutes of April 27, 2023 Regular Meeting as presented All Board members voted Yes-5 No- 0 motion carried

PREVIOUS MINUTES A motion was made by Bruce Murdock, second by Codie Aiken to approve the minutes of May 3, 2023 as presented All Board members voted Yes-5 No- 0 motion carried

PUBLIC PARTICIPATION The were no concerns at this time

CERTIFICATION OF WARRANT A motion was made by Susan Repko, second by Codie Aiken to approve Warrant #10 dated 5/14/23 as presented. All Board Members voted Yes- 5 No-0 motion carried

TREASURER'S REPORT A motion was made by Bruce Murdock, second by Codie Aiken to accept the Treasurer's Report for dated 5/14/23 as presented. All Board Members voted Yes-5 No- 0 motion carried.

EXTRA
CURRICULAR
REPORT

A motion was made by Susan Repko, second by Bruce Murdock to accept the Extra Curricular Report dated 04/30/23. All Board members voted Yes-5 No-0 motion carried.

EDUCATIONAL
HIGHLIGHT

Mr. Silvernail gave a power point presentation on the Middle School retreat scheduled for June 15, 2023 and June 16, 2023 Students will have the opportunity to choose their adventure. An assembly will be held to explain the different trips and expectations. Trips include the Revolutionary Rail, Adirondack Extreme, Ausable Chasm, Schroon Lake River Paddle Challenge and an overnight camping trip. The Organizational meeting has been set for July 6, 2023 Dr. Brooks congratulated Mr. Whitley on his successful run for the Board. He is grateful for the voter turnout and thanked Mrs. Fosella for her hard work on the Budget. He also thanked the Videography class for the video that they created. He had great feedback on the information that was sent to the public. Mr. Murdock also recieved many compliments The summer school agenda was reviewed. Summer school will take place From July 10- August 3rd Monday through Thursday.

RURAL
SCHOOLS

Whereas the Schroon Lake Central School District Board of Education had participated in the Essex County School Boards' Association when that association was active, the Schroon Lake Central School District Board of Education shall cast a vote in determining how the funds being held by the now inactive association are to be distributed and the subsequent dissolution of the organization known as the Essex County School Boards' Association.

The Schroon Lake Central School District Board of Education, meeting on May 18, 2023 casts one vote for each proposal as follows:

Proposal # 1 Dissolution

Shall the official entity known as the Essex County School Boards' Association be disbanded beginning with the 2023-24 school year?

All Board members voted Yes -5 No- 0 Abstain

Proposal # 2 Distribution of Funds

Should the funds held by the Essex County School Board Association be withdrawn and distributed by the current treasurer, (Laurie Cossey, Business Administrator, Ticonderoga CSD) on behalf of the participating districts for the purpose of paying their annual membership to Rural Schools' Association for the 2023-24 school year? With the remaining funds shall be expended to support the Essex County Senior Academic Awards ceremony to be held June 2023.

All Board members voted Yes -5 No - 0 Abstain

PRINCIPALS REPORT Mrs. Pemrick shared with the Board that they held a parent workshop in conjunction with the Prevention Team. They will be scheduling other Presentations for the next school year. They are working on a presentation to promote a positive school environment. It is the goal to create teams of staff and parents. The usage of BARK has been very beneficial. This tool helps filter inappropriate internet useage and notifies administration. A Community Day was discussed for grades 9-12. This would entail community service and a BBQ at the end of the day. More details will be available soon.

CSE RECS APPROVED A motion was made by Codie Aiken, second by Susan Repko to approve the CSE recommendations for #10768, 2907P, 10560, 10189,10496, #10440 10630, 10701, 10008, 10460, 2201, 10491, 201211, 10540, 10761, 20116, 40233, 40229, 40223,10052, 10741, 20112, 40249, 1078010718, 40173, 10507, 40200 40233, 40249, 10718, 40200
All Board members voted Yes- 5 No-0 motion carried

SPECIAL EDUCATION DIRECTOR RESIGNATION

Upon the recommendation of Superintendent Brooks, a motion was made by Bruce Murdock, second by Codie Aiken to regretfully accept the resignation of Linda Seber as Special Education Director as of June 23, 2023

All Board members voted Yes-5 No- 0 motion carried

BOE Appoints Custodian positions

Upon the recommendation of Superintendent Brooks, a motion was made by Bruce Murdock, second by Susan Repko to appoint Darren Tyrrell as a 12 month custodian effective June 12, 2023. Mr. Tyrrell will be compensated \$20.00 per hour for the remainder of the school year. This position is based upon the clearance of NYSED fingerprints.

All Board members voted Yes- 5 No- 0 motion carried

Upon the recommendation of Superintendent Brooks, a motion was made by Bruce Murdock second by Codie Aiken to appoint Kyle Taylor as a 12 month custodian effective May 19, 2023 Mr. Taylor will be compensated \$17.00 per hour for the remainder of the school year. This position is based upon the clearance of NYSED fingerprints.
All Board members voted Yes- 5 No- 0 motion carried

Summer School Appointments

Upon the recommendation of Supt. Brooks, a motion was made by Bruce Murdock, second by Susan Repko to appoint the following teachers for the 2023 summer school program Beth Root, Kat Otruba, Laura Corey, Jeff Cutting, Melissa Whitley, Suzanne Hurtado and Danielle Rooker. Summer school assignments will be compensated \$43.00 per hour

All Board members voted Yes- 5 No- 0 Abstain -1 (Jared Whitley) motion carried

Bus Driver Resignation

Upon the recommendation of Supt. Brooks, a motion was made by Bruce Murdock, second by Susan Repko to regretfully accept the resignation of Dottie Schwarz as bus driver effective June 28, 2024. Mrs. Schwarz will remain on the substitute driver list and the bus monitor substitute list as requested. The district thanks her for her service to the staff and students at SLCS.
All Board members voted Yes- 5 No- 0 motion carried

BOE approves Soccer Merger for 2023

Upon the recommendation of Supt. Brooks a motion was made by Valerie LeBlanc, second by Codie Aiken to approve the soccer merger with Newcomb for the 2023 season. The merger will include Girls and Boys varsity as well as Girls and Boys modified.
All Board members voted Yes- 5 No-0 motion carried

BOE ACCEPTS DONATION

Upon the recommendation of Supt. Brooks a motion was made by Bruce Murdock, second by Susan Repko to accept a donation from Higgins Adventure Group in the amount of \$250.00 The donation may be used at the discretion of the Superintendent.
All Board members voted Yes- 5 No- 0 motion carried

BOE APPOINTS SUBSTITUTE

Upon the recommendation of Supt. Brooks, a motion was made by Bruce Murdock, second by Susan Repko to appoint Colton Peet as a building sub for the remainder of the 2022-2023 school year. Mr. Peet will be compensated \$120.00 per day

All Board members voted Yes-5 No-0 motion carried

BOE APPROVES CONTRACTS A motion was made by Bruce Murdock, second by Susan Repko to approve the OT, PT and Visual Therapist contracts as presented for the 2023-2024 school year.

All Board members voted Yes- 5 No-0 motion carried

EXECUTIVE SESSION A motion was made by Bruce Murdock, second by Susan Repko to go into executive session at 7:50 PM for the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person.

All Board members Voted Yes- 5 No-0 Motion carried

EXECUTIVE SESSION A motion was made by Codie Aiken, second by Susan Repko to move out of executive session at 8:30 pm.

All Board members voted Yes -5 No-0 Motion Carried

BOE APPOINTS BUSINESS MANAGER/TREASURER

Upon the recommendation of Superintendent Brooks, a motion was made by Bruce Murdock, second by Susan Repko to appoint Matthew Curren to the position of Business manager/Treasurer effective July 1, 2023. Mr. Curren will be compensated \$85,000 for the 2023-2024 school year.

All Board members voted Yes-5 No- 0 motion carried

ADJOURNMENT A motion was made by Bruce Murdock, second by Susan Repko to adjourn at 8:30 pm.

All Board members voted Yes - 5 No-0 Motion Carried

District Clerk

STATE OF NEW YORK
ESSEX COUNTY



I, Chelsea M. Merrihew, Acting Clerk of the County of Essex of the County Court of said County and of the Supreme Court, both being courts of Record having a common seal, DO HEREBY CERTIFY that I have compared this copy with the original

DESCRIPTION: CONSENT ORDER & SETTLEMENT STIPULATION

DATE: 05/19/2023

CASE# CV22-0270

filed, recorded, or entered in this office and that the same is a correct transcript thereof and of the whole of said original.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County and Courts on

Date: 05/19/2023

A handwritten signature in black ink, appearing to read "Chelsea M. Merrihew".

Chelsea M. Merrihew
Acting Essex County Clerk

STATE OF NEW YORK
SUPREME COURT

COUNTY OF ESSEX

In the Matter of the Application of

STEVEN GOSSELIN,

Petitioner,

-against-

BOARD OF ASSESSMENT REVIEW FOR THE
TOWN OF SCHROON, ASSESSOR OF THE
TOWN OF SCHROON AND THE TOWN OF
SCHROON,

Respondents.

**CONSENT ORDER
AND SETTLEMENT
STIPULATION**

Index No.: CV22-0270
Hon. Glen T. Bruening

WHEREAS, the Petitioner, Steven Gosselin, having commenced a special proceeding pursuant to Article 7 of the Real Property Tax Law against Respondents to review the 2022 assessment placed upon property located at Whits End Way situated in the Town of Schroon, County of Essex, State of New York, having Tax Map Identification Number of 136.4-2-4.230; and

WHEREAS, the Petitioner being unrepresented and the Respondents being represented by. MILLER, MANNIX, SCHACHNER & HAFNER, L.L.C., Jacquelyn P. White, Esq.; and

WHEREAS, Petitioner and Respondents desire to settle the above-captioned litigation; and

IT IS THEREFORE STIPULATED, AGREED AND ORDERED AS FOLLOWS:

1. The 2022 Proceeding is discontinued.
2. The 2022 assessment on the 2022 assessment roll of the Town of Schroon and tax rolls which use the 2022 assessment rolls shall be corrected and reduced as follows:

Parcel	Assessed Value	Corrected Assessed Value	Amount of Reduction
136.4-2-4.230	\$269,800	\$175,000	\$94,800

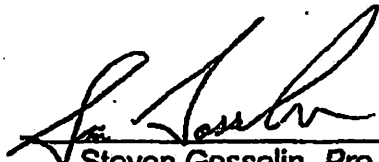
3. The Schroon Lake Central School District (the "School District") shall refund any excess taxes paid on account of the school taxes based on the correction to the 2022 assessment of the parcel as set forth herein for the 2022 assessment roll that was used to generate the 2022-2023 School District taxes on the parcel and shall issue a corrected tax bill for the 2023-2024 School District taxes on the parcel.
4. The Town of Schroon shall refund any excess taxes paid on account of the Town, Town Highway, other Town taxes and special district charges based on the correction to the 2022 assessment of the parcel as set forth herein for the 2022 assessment roll used to generate the 2023 Town, Town Highway, other Town taxes and all special district charges on the parcel.
5. The County of Essex (the "County") shall refund any excess taxes paid on account of the County, County Highway, other County taxes and special district charges based on the correction to the 2022 assessment of the parcel as set forth herein for the 2022 assessment roll that used to

generate the 2023 County, County Highway, other County taxes and special district charges on the parcel.

6. The provisions of Real Property Tax Law §727 shall be applicable to the 2022 corrected Assessed Value for the parcel as set forth above for the 2023, 2024 and 2025 assessment rolls.

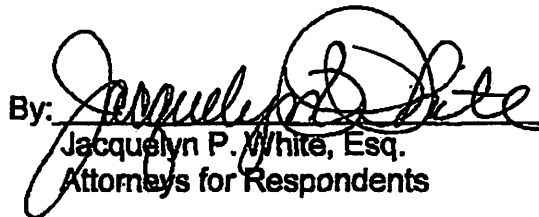
7. The refunds, set forth above, shall be paid to Petitioner at 1 Cheryl Court, Ballston Spa, New York 12020, without interest or costs, provided any such refund is made within ninety (90) days of the service of this Stipulation and Order of Settlement with notice of entry thereof.

Dated: 04/25 - , 2023


Steven Gosselin, Pro Se
Petitioner

MILLER, MANNIX, SCHACHNER & HAFNER, LLC

Dated: May 8, 2023

By: 
Jacquelyn P. White, Esq.
Attorneys for Respondents

SO ORDERED:

Dated: May 8, 2023
Saratoga Springs, NY


Hon. Glen T. Bruehning

ENTERED AND FILED
ESSEX COUNTY CLERK
2023 MAY 19 AM 9:28
ELIZABETH TOWN, NY 12932



Info-Tax Online

SCHROON LAKE CENTRAL Essex and Warren Counties

PAY TO: Schroon Lake Central School, Po Box 338, Schroon Lake, N.Y. 12870 (518) 532-7164

Property and summary tax balance information for the elected parcel is shown to the right. Exemptions are displayed as well if they exist for the property.

You can view or hide tax bill details and any payments by clicking the arrow near the bottom of the page.

If the property appears in other tax years, you can quickly view the tax history for the property. Just select a tax year from the drop-down list at the top of the page.

To request a signed Tax Certification, click the "Request Signed Certificate" button at the bottom of the page.

[Re-enter search conditions](#)

For Tax Year: **2022 School Tax** ▼

Last Updated: 11/12/22 12:20 pm

Owner:
Gosselin Steven
1 Cheryl Ct
Ballston Spa, NY 12020

Tax Map # 136.4-2-4.230
Tax Bill # 001613
Bank Code:
School Code: 154601
Property Class: 314 Tax Roll: 1

Location: Whits End Way
SWIS: 154600 Schroon

Acreage: 1.47
Frontage: Liber: 2065
Depth: Page: 142

Full Value:	269,800
Assessment:	269,800
STAR Savings:	0.00
Tax Amount:	1,961.75
Tax Paid:	1,961.75
Balance:	0.00

(Hide Bill and Payment Details...)

Tax Description	Tax Levy	Taxable Value	Rate / 1000	Tax Amount
School Tax	6,924,123	269,800	7.271142	1,961.75

Pmt Date	Payor	Check #	Tax Paid	Fees Paid
09/29/22	Steven Gosselin	3181	1,961.75	

Tax Balance does not include any accrued Late Fees
Payments shown may not include
payments made directly to the County

[Late Fee Schedule](#) | [Tax Certification](#) | [Request Certification](#)

SCHROON LAKE CENTRAL

Bill No. 001613

2022 School Tax Certification

For Fiscal Year Ending 06/30/23

Page No. 1 of 1

MAKE CHECKS PAYABLE TO

SCHROON LAKE CENTRAL
PO BOX 338
1125 US. ROUTE 9
SCHROON LAKE, N.Y. 12870

TO PAY IN PERSON

NO IN-PERSON PAYMENT
PAY BY MAIL OR ONLINE ONLY
www.infotaxonline.com

PROPERTY ADDRESS & LEGAL DESCRIPTION

S/B/L 154600 136.4-2-4.230
Address: Whits End Way
Town of: SCHROON
School: 154601 - SCHROON LAKE
Class: Rural Vacant Lots (<10 Acres)
Bank: Acres: 1.47 Roll: 1
Property Descr: 123 Paradox Tract

Steven Gosselin
1 Cheryl Ct
Ballston Spa, NY 12020

Total School Budget: \$8,814,890
Total District Tax Levy: \$6,924,123
Estimated State Aid: \$1,270,330

Property Taxpayer's Bill of Rights

Full Market Value as of July 1, 2021:

\$269,800

Total Assessed Value as of July 1, 2021:

\$269,800

The Uniform Percentage of Value used to establish assessments was:

100.00%

If you feel your assessment is too high, you have the right to seek a reduction in the future. For further information, please ask your assessor for the booklet "How to File a Complaint on Your Assessment". Please note that the period for filing complaints on the above assessment has passed. NYS Taxation and Finance School District Code 573

Exemption	Value	Tax Purpose	Full Value Est.	
				Please pay the amount indicated. If your bill should be paid by an escrow company please contact them to get in touch with us for payment information or you may forward the bill to them.

PROPERTY TAXES

Taxing Purpose	Total Tax Levy	% Change from Prior Year	Taxable Value or Units	Rate per \$1000 or Per Unit	Tax Amount
School Tax	6,924,123	2.3%	269,800.00	7.271142	1,961.75

Payment Schedule

Payment Period	Penalty	Late Fee	Total Due
09/01/22 - 09/30/22			1,961.75
10/01/22 - 10/31/22		39.24	2,000.99
11/01/22 - 11/04/22		58.85	2,020.60

TOTAL TAXES DUE \$1,961.75
Paid in Full

To whom it may concern:

This is to certify the following information which is contained in the official Real Property Tax Records of the SCHROON LAKE CENTRAL:

Parcel 154600 136.4-2-4.230
Owner Gosselin Steven
Location Whits End Way

TAX AMOUNT: 1,961.75
TAX PAID: 1,961.75
TAX BALANCE DUE: Paid In Full

Paid On	Payor	Check #	Tax Paid	Fee Paid
09/29/22	Steven Gosselin	3181	1,961.75	

Authorized Signature

Summer School Appointments

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint the following support staff will be appointed for the 2023 summer school program. Amanda Grey, Tonya DeVoe, Jill Horey, Tracy Whitty, Jim Belott, Darrell Clark and Justin Kirchberger. Summer school assignments will be compensated per contract.

All Board members voted Yes- No- motion carried

Tuition Paying students 2023-2024- Continuing

Layla Leavens	10	Ticonderoga
Kambyr Brady	7	North warren
Felisha Tuttle	12	North Warren
Rosalyn Fountain	9	Minerva

NEW Students 2022-2023

Zoey Heath	4	North Warren
Gabriel Heath	6	North Warren
Clay Morin	9	Johnsburgh

Students of Employees

AJ Masiello	10	North Warren
Cooper Hill	7	Minerva2622
Peyton Otruba	2	North Warren
Lachlan Livingston	PRE-K	

Graduated Students

Barry Wilson	Queensbury
Ryan Haneman	Minerva
James Joseph	North Warren
Abigail Joseph	North Warren
Cian Bresnahan	Crown Point
Colin Bresnahan	Crown Point
Ava Storman	North Warren
Derrick Loiselle	Minerva
Emma Hanneman	Minerva
Elijah Yarosh	North Warren
Ethan Pepin	North Warren
Jacob Lyons	Fort Edward
Kaylee Frasier	North Warren
Kayli Hayden	Home school
McKayla Hill	Minerva
Allison Baker	North Warren
Corbin Baker	North Warren
Carniglia, Wyatt	Moriah



20 Corporate Woods Blvd.
Albany, New York 12211
tel: 518 462 0300
fax: 518 462 5037
www.girvinlaw.com

Kristine A. Lanchantin
Shareholder
kal@girvinlaw.com

June 5, 2023

Dr. Harry Brooks, Superintendent
Schroon Lake CSD
PO Box 338, North Main St
Schroon Lake, NY 12870

RE: **Fee Agreement for the 2023-24 School Year**

Dear Superintendent Brooks:

Attached please find our retainer agreement for the 2023-2024 School Year.

Please review the Agreement, and if all is satisfactory, sign and return to our office at your earliest convenience. Thank you for allowing Girvin and Ferlazzo, P.C. the opportunity to assist your School District.

Very truly yours,

GIRVIN & FERLAZZO, P.C.

By: 
Kristine A. Lanchantin, Esq.

School District Legal Counsel Agreement

This agreement is made and entered into this ____ day of _____, 2023, by and between the **SCHROON LAKE CENTRAL SCHOOL DISTRICT** with its offices located at North Main Street, Schroon Lake, NY 12870 hereinafter referred to as the “**DISTRICT**,” and **GIRVIN & FERLAZZO P.C.**, with its offices located at 20 Corporate Woods Blvd, Albany, New York 12211, hereinafter referred to as the “**FIRM**”.

The District hereby retains and employs the Firm as its general legal counsel to provide the District comprehensive legal advice and consultation regarding legal matters which might arise in the course of the District’s operations and as requested by the District and as are more specifically set forth below.

1. The Firm will provide School District legal services for any school district matters including but not limited to labor relations and general education law services on an hourly fee basis for all legal services.

2. The Firm will coordinate to meet the District’s needs. Such work may be required during particular hours, on particular days or in a particular location, in order to complete the assignment. The Firm will coordinate with the District to minimize the disruption to staff and students.

3. In consideration of the foregoing, the District hereby agrees to compensate the Firm as follows:

- Services will be billed at the attorney hourly rate of \$195.00 and paralegal hourly rate of \$85.00 for all general labor and education law services except for special education, construction matters, litigation and hearings.
- Legal services for special education, litigation and hearings will be billed at the litigation attorney hourly rate of \$215.00 and paralegal hourly rate of \$85.00. “Litigation” refers to matters under the jurisdiction of the state and federal courts and/or agencies. “Hearings” are defined as any proceeding in which witnesses will be called, sworn, examined, and cross examined before an independent finder of fact who will decide or recommend the outcome of the case.
- Construction matters will be billed at \$220.00 per hour.
- Other Billable/Reimbursable items:

Only significant costs or expenses which are incurred by the Firm on behalf of the District will be billed to the District. Such costs are large photocopying projects, large postage fees, stenographic reporters’ fees, witness fees and court costs. Travel to the District or routine office costs such as local telephone costs, faxes, routine copies, etc. will not be billable to the District.

4. The Firm is an independent contractor and not an employee of the District. The Firm is not entitled to any benefit plan afforded to the employees of the District. The Firm is responsible for payment of taxes due for payments under this Agreement.

5. Payment pursuant to this Agreement is dependent upon the satisfactory completion of work, faithful compliance with the Agreement, acceptance of work by District, and periodic submission of invoice(s) describing work performed.

6. The Firm shall observe and require the observance by all its employees of all applicable Federal and New York State requirements relating to the confidentiality of records and information provided to the Firm by the District, including but not limited to, student records.

7. All records generated by the Firm as a result of rendering services under this agreement shall be the property of the District and maintained in District files. The firm may maintain duplicate records for its purpose consistent with confidentiality requirements.

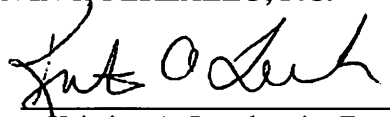
8. The term of this Agreement shall be from July 1, 2023, through June 30, 2024. The District may, in its sole discretion, for any reason, terminate this Agreement earlier than June 30, 2024, upon thirty (30) days' written notice from the District to the Firm, subject only to payment of earned fees, including a pro rata determination of the paid retainer, and disbursements as of the date of termination. The Firm shall also have the right to terminate this Agreement upon thirty (30) days written notice.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first written above.

SCHROON LAKE CENTRAL SCHOOL DISTRICT

By: _____
Superintendent of Schools

GIRVIN & FERLAZZO, P.C.

By: 

Kristine A. Lanchantin, Esq.

20 Corporate Woods Blvd.
Albany, New York 12211
tel: 518 462 0300
fax: 518 462 5037
www.girvinlaw.com

STATEMENT OF CLIENT'S RIGHTS

1. You are entitled to be treated with courtesy and consideration at all times by your lawyer and the other lawyers and nonlawyer personnel in your lawyer's office.
2. You are entitled to have your attorney handle your legal matter competently and diligently, in accordance with the highest standards of the profession. If you are not satisfied with how your matter is being handled, you have the right to discharge your attorney and terminate the attorney-client relationship at any time. (Court approval may be required in some matters, and your attorney may have a claim against you for the value of services rendered to you up to the point of discharge.)
3. You are entitled to your lawyer's independent professional judgment and undivided loyalty uncompromised by conflicts of interest.
4. You are entitled to be charged reasonable fees and expenses and to have your lawyer explain before or within a reasonable time after commencement of the representation how the fees and expenses will be computed and the manner and frequency of billing. You are entitled to request and receive a written itemized bill from your attorney at reasonable intervals. You may refuse to enter into any arrangement for fees and expenses that you find unsatisfactory. In the event of a fee dispute, you may have the right to seek arbitration; your attorney will provide you with necessary information regarding arbitration in the event of a fee dispute, or upon your request.
5. You are entitled to have your questions and concerns addressed promptly and to receive a prompt reply to your letters, telephone calls, emails, faxes and other communications.
6. You are entitled to be kept reasonably informed as to the status of your matter and are entitled to have your attorney promptly comply with your reasonable requests for information, including your requests for copies of papers relevant to the matter. You are entitled to sufficient information to allow you to participate meaningfully in the development of your matter and make informed decisions regarding the representation.
7. You are entitled to have your legitimate objectives respected by your attorney. In particular, the decision of whether to settle your matter is yours and not your lawyer's. (Court approval of a settlement is required in some matters.)
8. You have the right to privacy in your communications with your lawyer and to have your confidential information preserved by your lawyer to the extent required by law.
9. You are entitled to have your attorney conduct himself or herself ethically in accordance with the New York Rules of Professional Conduct.
10. You may not be refused representation on the basis of race, creed, color, religion, sex, sexual orientation, age, national origin or disability.



St. Lawrence-Lewis
BOCES

*Building Futures *
Creating Meaningful Lives*

Board of Cooperative Educational Services

Thomas R. Burns
District Superintendent
Executive Officer

Cooperative Purchasing

ESC Building
40 W Main Street
PO Box 231
Canton, NY 13617
(315) 386-4504 ext 10127
E-mail: dbessette@sllboces.org

Darlene Bessette
Supervisor of Purchasing Services

To: Superintendents and Business Officials
From: Darlene Bessette, Supervisor of Purchasing Services
Re: Annual Board Resolution for Participation in Cooperative Purchasing
Date: June 6, 2023

Enclosed you will find an updated copy of the Cooperative Purchasing Agreement and a suggested format for your annual Board Resolution approving participation in the Cooperative Purchasing Program by your district.

In order to assure proper compliance with regulations regarding our cooperative we ask that you include this resolution in your annual organizational meeting. Please forward a copy of this resolution to the Cooperative Purchasing Office where it will be kept on file for the approved year.

If you have any questions regarding this matter, please contact the Cooperative Purchasing Office.

Thank you for your attention to this matter and for your continued participation in our program.



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BOCES

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Canton, NY 13617
(315) 386-4504 ext 10127
Email: dbessette@sllbooces.org

Darlene Bessette
Supervisor of Purchasing Services

St. Lawrence/Lewis BOCES Cooperative Purchasing Agreement

All school districts participating in the St. Lawrence/Lewis BOCES Cooperative Purchasing program through annual board resolution, agree to the following:

- 1.) To bid jointly any or all commodities on the attached list together with a number of public school districts comprising Clinton-Essex, Franklin-Essex, Jefferson-Lewis and St. Lawrence-Lewis BOCES in New York State.
- 2.) The school district will participate with other schools in the BOCES listed above in the joint bidding of any or all commodities on the attached list as authorized by General Municipal Law, Section 119-0.
- 3.) The school district agrees to appoint the St. Lawrence/Lewis BOCES Cooperative Purchasing Agent and related committees to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting results to the boards of education and making recommendations thereon.
- 4.) The Board of Education of the school district agrees to appoint the St. Lawrence/Lewis BOCES Cooperative Purchasing Agent and related committees to represent it in all matters related above.
- 5.) The Board of Education of the school district authorizes the above mentioned to represent it in all matters leading up to the entering into a contract for the purchase of any and /or all commodities on the attached list.
- 6.) The Board of Education agrees to assume its equitable share of the costs of cooperative bidding.
- 7.) The Board of Education agrees:
 - a.) To abide by majority decisions of the participating districts on quality standards;
 - b.) That unless all bids are rejected, it will award contracts according to the recommendations of the St. Lawrence/Lewis BOCES Cooperative Purchasing Agent and related committees.
 - c.) That after the award of contract(s) it will conduct all negotiations with the successful bidder(s).



St. Lawrence-Lewis
BOCES

Building Futures *
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Board of Cooperative Educational Services

Thomas R. Burns
District Superintendent
Executive Officer

Cooperative Purchasing

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PO Box 231
Canton, NY 13617
315-386-4504 ext 10127
E-mail: dbessette@sllboces.org

Darlene Bessette
Supervisor of Purchasing Services

Resolution of Board of Education

Be it resolved that the _____ School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the “Cooperative Purchasing Agreement” for the **2023/2024** school year.

Certification of Board Clerk

I, _____, district clerk of the _____ Board of Education, hereby certify that the above resolution was adopted by the required majority vote of the board of education at its meeting held on the ____ day of _____, 2023.

Date

Signature of District Clerk



Champlain Valley Educational Services
Clinton - Essex - Warren - Washington BOCES
P.O. Box 455, Plattsburgh, NY 12901

CENTRAL ADMINISTRATION

www.cves.org
PHONE: 518-561-0100

District Office	FAX: 518-562-1471
Management Services	
Business Office	FAX: 518-561-9382
Employee Services	FAX: 518-324-6612

CVES MISSION

Champlain Valley Education Services empowers students, schools and communities by providing exemplary education, training, support and shared services.

To: Chief School Officers

From: Mark C. Davey, Ed.D. *M.C.D.*
District Superintendent

Date: May 24, 2023

Re: **Special Education School-Age Summer School 2024 Reminder**

Thank you for your cooperation and understanding pertaining to Special Education School-Age Summer School. The CEWW Board of Cooperative Educational Services passed the following resolution at their August 17, 2022 meeting which allows BOCES to provide Special Education School-Age Summer School for 2023:

WHEREAS, the stated vision of CEWW BOCES is to “meet the needs and expectations of our component schools, the communities and all learners who are affected by our services,” and such vision is central to the desire of the Districts who wish to continue to have CEWW BOCES provide regional Special Education School-Age Summer School; and

WHEREAS, CEWW BOCES provides Special Education School-Age Summer School services in a cost-effective manner, due to the ability of CEWW BOCES to offer and provide services to multiple Districts which are able to share costs; and

WHEREAS, the CEWW BOCES has received written notification from the following school districts indicating their commitment to participate in the 2023 Special Education School-Age Summer School and to pay the actual costs of operating the 2023 summer program, notwithstanding State Education Department tuition rates: AuSable Valley, Beekmantown, Boquet Valley, Chazy Union Free, Crown Point, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Saranac, Schroon Lake, Ticonderoga, Willsboro;

IT IS THEREFORE RESOLVED, that after diligently analyzing written notices provided by component Districts via Board Resolution, committing to pay the actual costs of operating the 2023 summer program, notwithstanding State Education Department tuition rates, the CEWW Board of Cooperative Educational Services authorizes the CEWW BOCES Special Education Director to provide 2023 Special Education School-Age Summer School.

The CEWW BOCES Board *also passed* the following resolution regarding Special Education School-Age Summer School for 2024. The resolution entails that "if component districts commit by Board resolution to pay the actual costs of operating the 2024 Summer Program, notwithstanding State Education Department tuition rates, as indicated by written notice from those Districts, no later than August 1, 2023; CEWW BOCES will diligently analyze its ability to provide services in summer 2024, based in part on the number of component participants and students".

WHEREAS, the stated vision of CEWW BOCES is to "meet the needs and expectations of our component schools, the communities and all learners who are affected by our services," and such vision is central to the desire of the Districts who wish to continue to have CEWW BOCES provide regional Special Education School-Age Summer School; and

WHEREAS, CEWW BOCES provides Special Education School-Age Summer School services in a cost-effective manner, due to the ability of CEWW BOCES to offer and provide services to multiple Districts which are able to share costs; and

IT IS THEREFORE RESOLVED, that if component Districts commit by Board Resolution to pay the actual costs of operating the 2024 summer program, notwithstanding State Education Department tuition rates, as indicated by written notice from those Districts, no later than August 1, 2023; CEWW BOCES will diligently analyze its ability to provide services in summer 2024, based in part, on the number of component participants and students; and

THEREFORE, BE IT FURTHER RESOLVED that if any provision of this RESOLUTION or any application of the RESOLUTION shall be found contrary to law, then such RESOLUTION or application shall not be deemed to be valid and subsisting, except to the extent permitted by law.

Please consider passing the *attached* resolution at your reorganizational meeting in July 2023 (or before) to participate in CEWW BOCES 2024 Special Education School-Age Summer School.

Thank you once again.

MCD:ks



Champlain Valley Educational Services

CV-TEC Plattsburgh Campus - P.O. Box 455, Plattsburgh, NY 12901
CV-TEC Learning Hub - 1443 Military Turnpike, Plattsburgh, NY 12901
CV-TEC Mineville Campus - P.O. Box B, Mineville, NY 12956
CV-TEC OneWorkSource - 194 US Oval, Plattsburgh, NY 12903
www.cves.org

CV-TEC DIVISION

Michele M. Friedman
Director of Career & Technical Education

friedman_michele@cves.org

CV-TEC Plattsburgh Campus, (518) 561-0100 FAX (518) 561-0494
CV-TEC Learning Hub, (518) 561-0100 FAX (518) 942-3368
CV-TEC Mineville Campus, (518) 942-6691 FAX (518) 324-6620
CV-TEC OneWorkSource, (518) 561-0430 FAX (518) 324-3379

TO: Dr. Harry Brooks, Interim Superintendent of Schools
Schroon Lake Central School District

FROM: Michele M. Friedman, Director of Career & Technical Education
CV-TEC Division of CVES

DATE: June 8, 2023

RE: Adult Education Sponsorship Agreement/Board Action Required

The State Education Department is asking us to comply with having Sponsorship Agreements for our CV-TEC Adult Education programs on file on an annual basis. The "Agreement" will allow us to continue to offer Adult Education programming in the CVES catchment area each year. It deals with financial surpluses and also any unforeseen deficits.

The agreement covers all of our Adult Education courses (CO-SER 103). These programs operate on all four of our campuses and in our community. We have returned surpluses in the past to your district from the Adult Education and Accident Prevention/Pre-Licensing programs.

Some of the programs we offer include Licensed Practical Nursing (LPN), Nurse Assisting (CNA), Tractor Trailer Driving (CDL), Evening Adult Education at the Plattsburgh and Mineville Campuses, Business & Industry Training and a wide variety of on-line courses.

I have enclosed two copies of the Sponsorship Agreement for your signature and use if you decide to be part of this service. Please return both copies to my attention and I will return one fully-executed copy to you. We hope to continue to expand our programs and services in this area in the coming years to reach more adults in the CVES area from your district. If you have any questions regarding this request, please give me a call. Thank you for your assistance.

The agreement should first be accepted by your School Board and signed appropriately before forwarding it to my office for acceptance by the CVES Board. Only those districts who have signed the sponsorship agreement will share in any surpluses.

MMF/jlm



Board of Cooperative Educational Services for Clinton - Essex - Warren - Washington (CEWW) Counties

CVES / CEWW BOCES is a proud member of the statewide BOCES Network since 1949.

CHAMPLAIN VALLEY EDUCATIONAL SERVICES (CVES)

CV-TEC ADULT EDUCATION AND SAFETY EDUCATION SPONSORSHIP AGREEMENT

CO-SER 103 ADULT EDUCATION CO-SER 401 ACCIDENT PREVENTION/PRE-LICENSING

The purpose of this agreement between the Schroon Lake Central School District and Champlain Valley Educational Services; hereafter referred to as CVES, is to describe the responsibilities of the parties and to identify the conditions under which CVES will operate certain self-sustaining instructional activities for adults during the 2023-2024 school year through the CV-TEC Division.

It is agreed that the best interest of the residents of the area and of the enrollees in the instructional activities will be served by such CVES programs based upon a number of considerations.

School districts are authorized to provide such instructional activities under Education Law (Section 4602 and others).

CVES is authorized to provide such instructional activities under Education Law (Section 1950) as approved by the Commissioner.

Joint performance by municipal corporations and/or performance by one for the other of functions is authorized under the General Municipal Law (Section 119 and others).

Existing need and interest surveys, together with other planning information, indicate that there is sufficient interest among adults in the subscribing districts to support certain self-sustaining instructional activities.

The number of enrollees in such a program for adults in a single school district would not warrant the operation of a comprehensive program, or if offered would be uneconomical to operate. A single program planned for all of the subscribing school districts in the area offers a wider choice for enrollees and more economical operation.

The development of a single plan for the area will permit selecting the location for each of the activities, which is more convenient for the majority of the enrollees without regard to individual district boundaries.

The operation by Champlain Valley Educational Services of programs for adults has developed recognition among residents and businesses of the area that CVES is an appropriate agency for such services through the CV-TEC division. CVES Staff with skills in planning and managing programs for adults already exists.

In consideration of the above and in consideration of the support expressed by other subscribing school districts, it is agreed that Champlain Valley Educational Services should operate a program of self-sustaining activities during the school year 2023-2024 in Adult Education (CO-SER 103)) in the manner described below:

Champlain Valley Educational Services will develop a plan for Adult and Continuing Education including Business and Industry training to serve adult residents and businesses in this school district and in other subscribing school districts within the CVES area.

The plan will be developed in cooperation with the districts in the CVES area, including non-subscribers and both Clinton Community College and North Country Community College, in order to provide the needs of residents in an effective manner, avoiding uneconomical duplication of programs.

It is in the intent of both parties to operate a program, which will break even financially without accumulating a surplus or creating a burden upon the school taxpayers of the area.

In the event that projected revenues are insufficient to support the proposed program, sufficient courses and/or budget items will be eliminated to insure a self-sustaining program before CVES incurs any financial commitments to support the operation of any of the activities.

CVES will produce a monthly financial report of appropriations and revenues on a projected and encumbered basis during the operation of the program. In the event that unforeseen occurrences result in a projection showing insufficient revenues to support the program, sufficient courses and/or budget line items will then be eliminated and/or additional courses added to correct the imbalance.

All financial transactions related to the operation of this program will be kept in separate accounts in the financial records of CVES and there will be no co-mingling with the transactions from other program CO-SERS.

Should the operation of the program result in a surplus; such surplus will be paid by CVES to the districts.

Should unforeseen liabilities to the program create a deficit which cannot be overcome by adjustments during the program operation as described above, the school district will reimburse Champlain Valley Educational Services for this deficit promptly after the audit of CVES records for the school year.

It is agreed that CVES is the operating agency for these programs and that the district's obligations are limited to the financial settlements described above. CVES will be solely responsible for meeting the requirements and procedures for employment of personnel and all matters related to such employment, direction, compensation, and discharge. This agreement will become effective upon acceptance by the Board of Education and the Champlain Valley Educational Services. Such acceptance shall be recorded in the

minutes of the respective boards and the date of such minutes recorded below with the authorized signature.

This agreement is for one school year and positive action is required by each party to extend or renew such agreement.

Accepted by the Board of Education of **Schroon Lake Central School District**
on _____, _____ 2023.

Authorized Signature

Date

Accepted by the Champlain Valley Educational Services.

Mark C. Davey, Ed.D.
District Superintendent

Date

Michael St. Pierre
CVES Board President

Date

CHAMPLAIN VALLEY EDUCATIONAL SERVICES (CVES)

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CVES will produce a monthly financial report of appropriations and revenues on a projected and encumbered basis during the operation of the program. In the event that unforeseen occurrences result in a projection showing insufficient revenues to support the program, sufficient courses and/or budget line items will then be eliminated and/or additional courses added to correct the imbalance.

All financial transactions related to the operation of this program will be kept in separate accounts in the financial records of CVES and there will be no co-mingling with the transactions from other program CO-SERS.

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It is agreed that CVES is the operating agency for these programs and that the district's obligations are limited to the financial settlements described above. CVES will be solely responsible for meeting the requirements and procedures for employment of *personnel* and all matters related to such employment, direction, compensation, and discharge. This agreement will become effective upon acceptance by the Board of Education and the Champlain Valley Educational Services. Such acceptance shall be recorded in the

minutes of the respective boards and the date of such minutes recorded below with the authorized signature.

This agreement is for one school year and positive action is required by each party to extend or renew such agreement.

Accepted by the Board of Education of **Schroon Lake Central School District**
on _____, _____ 2023.

Authorized Signature

Date

Accepted by the Champlain Valley Educational Services.

Mark C. Davey, Ed.D.
District Superintendent

Date

Michael St. Pierre
CVES Board President

Date

Albany-Schoharie-Schenectady-Saratoga Counties Board of Cooperative Education Services
CROSS CONTRACT FOR BOCES SERVICES
2022/2023 school year

Part I To be completed by district requesting cross contract

Please note certain services require participation in the base service to be eligible for BOCES aid.

School District requesting service: Schroon Lake Central School District

Address: 1125 US Rt 9

Schroon Lake, NY 12870

Name of Service Requested: Cisco IP Phone Equipment

Estimated Cost: \$13,500.51 + 5.75% admin \$776.28 \$14,276.79

BOCES Providing the Service: Albany-Schoharie-Schenectady-Saratoga Counties

Date

School Superintendent Signature

Forward to local BOCES District Superintendent

Part II To be completed by local BOCES District Superintendent

It is requested that cross-contract arrangements be made with Capital Region BOCES
to provide the service listed above.

Date

Local BOCES District Superintendent Signature

Local BOCES name and Address: _____

Forward to District Superintendent of BOCES providing service

Part III To be completed by BOCES District Superintendent providing the service

Service Title: Cisco IP Phone Equipment

COSER # _____

Estimated Charge: \$14,276.79

Activity Code _____

In accordance with Board of Education policy, a 5.75% administrative assessment will be charged for all services furnished to other BOCES and their component districts.

Date

Providing BOCES District Superintendent Signature

After all parts are completed and signed distribute to:
Providing BOCES Administrator, Requesting BOCES Superintendent,
Requesting School Superintendent



Northeastern Regional Information Center
 900 Watervliet-Shaker Road
 Albany, NY 12205

To: Schroon Lake CSD
 Dr. Harry Brooks
 518-532-7164
 hbrooks@slwildcats.org

DATE: 6/13/23
 Quote #: 012263

From: David Warnken - Managing Program Coordinator I
 david.warnken@neric.org
 900 Watervliet-Shaker Road
 Albany, New York 12205
 Phone: (518) 862-5375

Delivery Information:
 NERIC
 900 Watervliet Shaker Road
 Albany, NY 12077
 Attn: Dave Warnken

In accordance with Capital Region BOCES Board of Education policy, a 5.75% administrative assessment will be charged for all services furnished to non-Capital Region BOCES component school districts.

If you are in agreement with what is detailed in this quote, please have your superintendent, business official or whomever else is authorized to approve this expenditure, return this signed proposal to me at the above address.

Coser/Billing Code	Service/Description Costs in 2022-2023	Part Number	Vendor/Quote Number	Unit Price	Total Units	Amount	NERIC Internal Object Code
623.000.050	Cisco UC Phone 7841	CP-7841-K9=	12263	\$ 205.02	40	\$ 8,200.80	200
623.000.050	Cisco IP Phone 8851	CP-8851-K9=	12263	\$ 342.50	13	\$ 4,452.50	200
623.000.050	8800 Series Audio KEM, 28 Button	CP-8800-A-KEM=	12263	\$ 327.96	1	\$ 327.96	200
						\$ -	
			Subtotal			\$ 12,981.26	
623.000.270			NERIC Service Fee	4.0%		\$ 519.25	
			Total Cost			\$ 13,500.51	
			Administrative Assessment Fee	5.75%		\$ 776.28	

Name: _____

Signature: _____

Title: _____

Date: _____

I hereby affirm that the district has sufficient funds within their budget for this purchase.