

**SCHROON LAKE CENTRAL SCHOOL
BOARD OF EDUCATION MEETING AGENDA
SCHOOL LIBRARY**

Thursday July 20, 2023 7:00 PM

- I. Call the meeting to order
- II. Pledge of Allegiance
- III. Approval of the Minutes of the Board Meetings
 - A. June 22,2023
 - B. July 6, 2023
- IV. Public Participation
- V. Financial Reports
 - A. Approval of Warrant #13
 - B. Treasurer's Report/Budget Status
 - C. Extra Curricular Report
- VI. Superintendent's Report
 - A. Non Resident Policy
 - B. Administrative Structure
 - C. Mentoring Program
 - D. AIS Mathematics
 - E. Principals Report**
 - 1. Summer Institute
 - 2. Summer Curriculum
 - 3. Senior Exit Survey
 - F. Business Office Report**
 - 1. Business Office Transition
 - 2. Leading Operation Departments
- VII. Board Discussion and Action Items
 - A. Accept resignation
 - B. Approve extra curricular appointments
 - C. Appoint Elementary Teacher
 - D. Appoint Part Time Special Education Director
 - E. Appoint Substitute
 - F. Accept Cafeteria resignation
 - G. Appoint Teachers Aide
 - H. Appoint cafeteria worker
 - I. Appoint Teaching Assistants
 - J. Approve Memorandum of Agreement
 - K. Substitute List for 2023-2024 (attached)

- L. Substitute rate of pay for 2023-2024 (attached)
- M. Approve Student Transportation Cooperative Agreement
- N. State Aid Review Service

- VIII. Public Participation
- IX. Executive Session (if needed and called)
- X. Adjournment

SCHROON LAKE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
School Library
June 22, 2023 @ 7:00 PM

III. A
pg. 19
DRAFT

BOARD MEMBERS PRESENT:

Jared Whitley
Susan Repko
Bruce Murdock
Valerie LeBlanc
Codie Aiken entered at 8:40 PM

OTHERS PRESENT:

Supt. Brooks
Danielle Fosella
Melissa Whitley
Autumn Carey
Sydni Timmer
Kemmm Pemrick.
Lee Silvernail
Wendy Sargent
Matt Curren
Gabby DeZalia

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 accept the minutes of May 16, 2023 as presented
All Board Members voted Yes-4 No-0 motion carried.

PREVIOUS
MINUTES

A motion was made by Susan Repko, second by Bruce Murdock to accept minutes of May 18, 2023 as presented
All Board Members voted Yes-4 No-0 motion carried.

PUBLIC
PARTICIPATION

There were no concerns at this time

CERTIFICATION
OF WARRANT

A motion was made by Bruce Murdock, second by Susan Repko to approve Warrant #11 dated 6/05/23 as presented.
All Board Members voted Yes- 4 No-0 motion carried

TREASURER'S
REPORT

A motion was made by Bruce Murdock, second by Susan Repko to accept the Treasurer's Report dated 6/06/2023.
All Board Members voted Yes-4 No-0 motion carried

EXTRA
CURRICULAR
REPORT

A motion was made by Bruce Murdock, second by Susan Repko to accept the Extra Curricular Report dated 5/31/23.
All Board members voted Yes-4 No-0 motion carried

BOE APPROVES TAX REIMBURSEMENT

A motion was made by Bruce Murdock, second by Susan Repko to approve the tax assessment reduction in the amount of \$94,800 for parcel # 136.4-2-4.230.

All Board members voted Yes- 4 No-0 motion carried

EDUCATIONAL HIGHLIGHT

The Family and Consumer Science Class displayed the quilts that they had made. Mrs. Sargent was very impressed with the quilts that were made this year. Sydni Timmer and Gabby DeZalia were present to share their quilts.

EDUCATIONAL TOURS

Autumn Carey presented the trip she plans to organize for the summer of 2025. She truly values the experience of travel and wants to share this with her students. She is proposing a six day trip and has worked with this agency in the past with no problems. She plans to hold a parent student meeting during open house in September. The trip will be open to students in Grades 6-12 and they will travel to the Dominican Republic.

SUPT REPORT

Supt. Brooks congratulated Marylou Shaughnessy, Dawn Kelly, David Jones and Kristy Barno on their retirement and thanked them for their many years of service. Combined they had over 125 years of service.

The reorganizational meeting will take place on July 6, 2023 @ 7:00 PM He reported on the Teacher Training Institute that will take place in early August. Training for CKLA and Reading Acquisition will be a main focus. They have started working on Summer Curriculum Projects as well as a revision of our social media program.

PRINCIPALS REPORT

Teacher input has been very valuable in deciding what would be presented at the summer training. We have valuable recourses within our staff and they will share information with their colleagues. Curriculum Work Requests, Civic Readiness, Science Testing Changes and District Goals for Grading and Homework Policies will all be addressed. Chronic absenteeism will also be addressed. The Mentor plan, Guidance Plan and RtI plan are also going to be discussed. It will be a busy summer.

CSE/504 RECS APPROVED

A motion was made by Bruce Murdock, second by Susan Repko to approve the CSE /CPSE/504 recommendations as presented for # 10015, 10736, 10751 1917,10610, 10780,10572, 10736,40271, 10610,40200, 10702,10632,10295 10711,40166,40232,10560,10746,40175,40174,10758,40238,201211,20295, 40166, 10758

All Board members voted Yes- 4 No-0 motion carried

EXTRA CURRICULAR APPOINTMENTS

Upon the recommendation of Supt.Brooks, a motion was made by Bruce Murdock, second by Valerie LeBlanc to approve the following extra curricular appointments for the 2023-2024 school year.

Senior Class Advisor	\$2547	Melissa Whitley
Junior Class Advisor (To be shared equally)	\$2327	Rebecca Hartwell Suzanne Hurtado
Sophomore Class Advisor (To be shared equally)	\$1406	Anita Masiello Sharon Smith
Freshmen Class Advisor (To be shared equally)	\$1187	Jeff Cutting Kat Otruba
Yearbook Advisor (To be shared equally)	\$2595	Melissa Whitley Rebecca Hartwell
Extra Curricular Treasurer	\$2445	Beth Root
NHS Advisor	\$902	Angela Slaterpryce
Student Council	\$1849	Anita Masiello
Musical Director	\$3295	Wendy Sargent
Costumes	\$965	Wendy Sargent
Accompanist	\$1072	Mike Tracy
Scenery Design	\$965	Laura Corey
Boys Varsity Basketball	\$5771.00	Lee Silvermail
Girls Varsity Basketball	\$5771.00	Jeff Cutting
Cheerleading Coach (to be shared equally)	\$3055.00	Laura Corey Cassidy Christian
Flag Football Unpaid assistant	\$2148.00	Lee Silvermail Melissa Whitley
Sound & Lighting (To be shared equally)	\$804.00	Melissa Whitley Justin Kirchberger
SADD	\$520.00	Laura Corey

All Board members voted Yes- 3 No-0 Abstain -1 Jared Whitley 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 support staff 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-4 No-0 motion carried

**TUITION
POLICY
DISCUSSED**

The tuition policy for non resident students was tabled until the July meeting to allow time to gather more information from surrounding school districts.

**BOE
APPROVES
RETAINER**

Upon the recommendation of Supt. Brooks, a motion was made by Valerie LeBlanc, second by Bruce Murdock to approve the retainer agreement letter with Girvin and Ferlazzo as presented for the 2023-2024 school year.

All Board members voted Yes-4 No-0 motion carried

**CO-OP
PURSHASING
APPROVED**

A motion was made by Bruce Murdock second by Susan Repko to participate in the St. Lawrence /Lewis BOCES Cooperative Purchasing program in accordance with the guidelines set forth in the Cooperative Purchasing Agreement for the 2023/2024 school year.

All Board members voted Yes- 4 No-0 motion carried

**SPECIAL ED
SUMMER SCHOOL
APPROVED**

WHEREAS, the Schroon Lake Central School District and its Board of Education have consistently appreciated, relied upon and subscribed to this region's Board of Cooperative Educational Services (BOCES) shared services for special education summer programming, on behalf of particular students who have individual education plans (IEPs) calling for such specialized summer services; and

WHEREAS, this region's BOCES has the specialized administrative staff, program staff, facilities, expertise and general mission to provide for such services that are generally not feasible for individual component school districts to implement as efficiently and cost-effectively, as the BOCES offers this service on a shared basis for the component school districts and their Boards of Education; and WHEREAS, the Schroon Lake Central School District cannot provide special education school-age summer school services in a more cost-effective manner than BOCES, due to the ability of BOCES to offer and provide services to multiple districts who are able to share costs; therefore; **BE IT RESOLVED** that the Schroon Lake Central School District intends to participate in the 2024 Special Education School-Age Summer School, and agrees to pay the actual CEWW BOCES costs for the 2023 summer school; and **BE IT FURTHER RESOLVED**, that no later than August 1, 2023, the Clerk of the Board shall notify the CEWW BOCES in writing of the District's commitment as described herein and the District's intent to participate in the 2024 Special Education School-Age Summer School. A copy of this adopted resolution is to be provided to the CEWW BOCES and its District Superintendent.

Motion was made by Bruce Murdock, second by Valerie LeBlanc
All Board members voted Yes- 4 No-0 motion carried

ADULT
EDUCATION
SPONSORSHIP
APPROVED

A motion was made by Susan Repko, second by Bruce Murdock to approve the Adult Education Sponsorship as presented.
All Board members voted Yes- 4 No-0 motion carried

BOE
APPROVES
SHARED
SERVICE

A motion was made by Valerie LeBlanc, second by Bruce Murdock to approve shared services with Long Lake Central School for the 2023-2024 school year as presented. The school psychologist will conduct up to four evaluations at \$550.00 per day.
All Board members voted Yes- 4 No-0 motion carried

BOE
APPROVES
CROSS
CONTRACT

A motion was made by Bruce Murdock, second by Susan Repko to approve the cross contract for BOCES Services in the amount of \$14,276.79 for Cisco IP Phone equipment.
All Board members voted Yes- 4 No-0 motion carried

PUBLIC
PARTICIPATION

Melissa Whitley gave each BOE member a copy of the 2022-2023 yearbook

EXECUTIVE
SESSION

A motion was made by Bruce Murdock, second by Valerie LeBlanc to go into executive session at 8:25 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- 4 No-0 Motion carried

Codie Aiken entered the meeting at 8:30pm

EXECUTIVE
SESSION

A motion was made by Susan Repko, second by Codie Aiken to move out of executive session at 8:41 pm.
All Board members voted Yes -5 No-0 Motion Carried

BOE
APPOINTS
INTERIM
SUPT

A motion was made by Valerie LeBlanc, second by Susan Repko to appoint Dr. Harry Brooks as the Interim Superintendent for the 2023-2024 school year. Dr. Brooks will be compensated \$600.00 per day
All Board members voted Yes- 5 No-0 motion carried

BOE
APPOINTS
MENTOR

A motion was made by Bruce Murdock, second by Codie Aiken to appoint Dr. Michael Johnson as a mentor to the principal for the 2023-2024 school year. Dr. Johnson will be compensated \$500.00 per day
All Board members voted Yes- 5 No-0 motion carried

BOE
APPROVES
PRINCIPAL
SALARY

A motion was made by Valerie LeBlanc, Susan Repko to approve the increase of the principal's salary to \$107,000.00 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 8:50 PM
All Board members voted Yes- 5 No-0 motion carried

District Clerk

BOARD OF EDUCATION
ORGANIZATIONAL MEETING
July 6, 2023
7:00 pm School Library

BOARD MEMBERS PRESENT

Jared Whitley
Susan Repko
Bruce Murdock
Codie Aiken
Valerie LeBlanc

OTHERS PRESENT

Supt. Gratto
Danielle Fosella
Matt Curren

BOARD CLERK

Lisa DeZalia

MEETING

CALLED TO ORDER Meeting was called to order at 7:00 pm by the District Clerk

OATH OF

NEW BOARD MEMBER Jared Whitley took oath of office as a Board Member for the 2023-2024 school year

ELECTION

OF PRESIDENT A motion was made by Bruce Murdock to nominate Jared Whitley as President.
Nominations were closed by the District Clerk
All Board members voted Yes- 4 No-0 Abstain 1- (Jared Whitley) motion carried

President Whitley presided over the meeting.

VICE

PRESIDENT A motion was made by Bruce Murdock to elect Susan Repko as vice president. Nominations were closed.
All Board members voted Yes- 4 No-0 Abstain -1 (Susan Repko) motion carried

OATH OF OFFICE

Current Board members Valerie LeBlanc, Susan Repko, Bruce Murdock and Codie Aiken took the oath of office for the 2023-2024 school year

OATH OF OFFICE

Business Manger/District Treasurer Matt Curren took the oath of office for the 2023-2024 school year

BOE APPROVES POLICY A motion was made by Susan Repko, second by Bruce Murdock to approve current policies established by the Board of Education. All Board members voted Yes-5 No-0 motion carried.

APPOINTMENTS A motion was made by Susan Repko, second by Bruce Murdock to Board Appointments:

- A. District Clerk: Lisa DeZalia (\$4930.00)
- B. District Treasurer/ Business Manager: Matt Curren (\$85,000.00)
Interim District Treasurer- Danielle Fosella (through July 31, 2023) \$6771.00
Deputy District Treasurer- Board president (at no additional cost)
- C. School Attorney: Girvin & Ferlazzo, P.C. (\$195.00 per hour except \$220.00 per hour for construction, special education, litigation, and hearings.) Honeywell Law Firm Attorneys at Law (\$210.00 per hour)
- D. School Physician: Hudson Headwaters (\$7364.00)
- E. External Auditor: Telling & Associates, CPA. (\$17,000.00)
- F. Internal Auditor: Frances Mahler (\$1,813.00)
- G. School Tax Collection Tax Collector Danielle Fosella \$5150.00
School Tax Collector Assistant- Pauline Rose \$850.00
- H. Bonding Attorney: Hiscock & Barclay, LLP, depending upon bond expense
- I. Financial Advisor: Bernard Donegan, Inc. (\$185.00 per hour)
- J. Records Retention Officer- Matt Curren (at no additional cost)
- K. AHERA Designee- Dan Grey (at no additional cost)
- L. Attendance Officer- Danielle Rooker (at no additional cost)
- M. Petty Cash Officer of \$100.00- Lisa DeZalia (at no additional cost)
- N. Agents to be Bonded- Treasurer, Dept. Treasurer, Tax Collector, for \$1,000,000.00, Internal Claims Auditor, Extra Classroom Activity Fund Treasurer, Bonded for \$100,000.00.
- O. Approve advanced payment of Petty Cash, utilities, postage and express charges

A motion was made by Bruce Murdock, second by Susan Repko to appoint the following positions for the 2023-2024 school year.

- P. Committee on Special Education (CSE)
 - a. The parents of the student as defined by Federal and State guidelines
 - b. At least one regular education teacher of the student as defined by Federal and State guidelines
 - c. A special education teacher of the child as defined by Federal and State guidelines
 - d. A school psychologist,
 - e. A representative of the school district who is qualified to provide or supervise special education as defined by Federal and State Guidelines: CSE Chairperson or Special Education Director

- f. An additional parent member of a student with a disability as defined by Federal and State guidelines: Peggy Hart & Amy VanGorp
- g. Other persons and the student as defined by Federal and State guidelines.

A motion was made by Bruce Murdock, second by Susan Repko to appoint the following positions for the 2023-2024 school year.

Q. Sub Committee for CSE/CPSE

- a. The parents of the student
- b. One regular education teacher of the student as defined by Federal and State guidelines
- c. The student's special education teacher as defined by Federal and State guidelines
- d. A representative from the school district defined by the Federal and state guidelines: CSE Chairperson or Special Education Director
A school psychologist, whenever a psychological evaluation is reviewed or a change to a program option with a more intensive staff/student ratio, as set fourth in section 200.6(g)(4) of this Part, is considered.
- e. Other persons as defined by Federal and State guidelines

A motion was made by Bruce Murdock, second by Valerie LeBlanc to appoint the following positions for the 2023-2024 school year.

R. Committee for Pre-School Special Education (CSPE)

- a. The parents of the preschool child as defined by Federal and State guidelines
- b. A regular education teacher of the child as defined by Federal and State guidelines
- c. A special education teacher of the child as defined by Federal and State guidelines
- d. A representative of the school district as defined by Federal and State guidelines: CPSE Chairperson or Special Education Director
- e. An additional parent member as defined by Federal and State guidelines:
- f. A representative of the municipality of the preschool child's residence as defined by Federal and State guidelines, Essex County
- g. Other persons defined by the Federal and State guidelines

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

A motion was made by Bruce Murdock, second by Susan Repko to appoint the following designations for the 2023-2024 school year.

1. Board Designations

- A. Official Newspaper: Community Sun & Post Star
- B. Official Depositories:

- Glens Falls National Bank
- Multi fund checking account inclusive of General Fund, Lunch account, Federal and Capital funds, Capital Project checking account for the building project, inclusive of General Fund,
- Ollie Lessard, Francis Bohrmann, George Reeves & Gary Clark, Evelyn & James Gregory and Helen Hickey Keppler Scholarship funds accounts.
- Board Meeting Date: Fourth Thursday of each month at 7:00 in the school library.
- Exceptions July, November & December meeting to be held the third Thursday
- C. Mileage Rate – Federal Income Tax Rate
- D. Signer of all District Checks:
 - a. District Treasurer
 - b. Deputy District Treasurer- (alternate) Board President
- E. Substitute Attendance Management – Lisa DeZalia \$ 2438
- F. Number of students to be enrolled through F-1 Visa program- not to exceed 10 full year students
- G. Foreign Exchange rate \$2500 Tuition \$7500 Room and Board
- H. Set Non Resident tuition rate-\$1000.00

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

A motion was made by Bruce Murdock, second by Jared Whitley to approve the following for the 2023-2024 school year.

- 2. Duties assigned to the Superintendent:
 - A. Authorized to submit grants on behalf of the school
 - B. Auditor of Payroll
 - C. Purchasing Agent
 - D. Decides all conference requests
 - E. Decides on requests for building usage
 - a. No fee for building usage except appropriate custodial charges.
 - F. Make budget transfers up to \$1000.00
 - G. Along with District Treasurer, deposit all revenues in a timely manner in interest bearing accounts.
 - H. Representative to CVES Health Care Consortium-Member of the Board of Directors at no additional cost
 - I. Lead Evaluator for teachers re: APPR

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

A motion was made by Bruce Murdock, second by Susan Repko to appoint Kemm Pemrick as the DASA coordinator, Title IX Officer and the Homeless Liaison for the 2023-2024 school year.

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

Board approves committee memberships

Board of Education Assignments (At no additional cost)

- A. School Improvement Team/ Shared Decision Making - Codie Aiken – Susan Repko
- B. Sports Committee- Jared Whitley
- C. Hot Lunch Appeals Officer- Bruce Murdock
- D. NYSSBA Legislative Liaison – Susan Repko
- E. District Audit Committee- All members when necessary
- F. Policy Committee -(2) Susan Repko- Valerie LeBlanc

All duties to be performed at no additional cost to the district.

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

BOE Upon the recommendation of Supt. Brooks, a motion was made by Susan Repko,
APPROVES second by Bruce Murdock to appoint Jeanette Weber and Kat Kitchen Snide
SUMMER as summer school staff to provide Speech and OT services. They will be
STAFF compensated as per contract.

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 7:25 pm.

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

District Clerk

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 2023-2024

Students of Employees

AJ Masiello	10	North Warren
Cooper Hill	7	Minerva

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
Wyatt Carniglia	Moriah
Allison Baker	North Warren
Corbin Baker	North Warren

NON RESIDENT INFORMATION

School District	Yes/ No	\$ amounts	Stipulations
Peru	NO		Will allow students that move within the school year to finish out no charge
Plattsburgh	Yes	\$4000 Elementary \$8,000 Secondary	
Ticonderoga	NO		
Moriah	NO		
Boquet Valley	Yes	\$1392.85	
Johnsburgh	Yes	\$3100.00	
North Warren	No		

- **All Districts admit students of employees with no tuition fee**

Kathleen Johnston

26 Orchard Street
Delmar NY 12054
518-491-6990

14 July 2023

Dr. Harry Brooks,

Please accept this letter of interest in the Interim position of Director of Special Education at Schroon Lake CSD . I have attached my resume . As you will see my resume has not been updated to reflect the 12 years I spent at Bethlehem as the Director of Special Education and student services. Our visit on 7/5/23 happened so quickly after my retirement on 6/30/23 that the update has not yet occurred. I will be happy to share an updated one with you once it is finalized

Sincerely,

Kathy

Kathleen K. Johnston

26 Orchard Street
Delmar, NY 12054
(518) 439-9964

EDUCATION

Master of Science, Speech Pathology: Ithaca College, Ithaca, New York;
May 1982

Bachelor of Arts, Speech & Hearing Science: State University of New York
College of Arts and Science at Plattsburgh, Plattsburgh, New York; May 1980

CERTIFICATION

School District/Administrator: New York State; Education Department;
Permanent. Effective date 9/1/2004

Certification of Clinical Competence Language-Hearing Association:
May 1984

New York State License in Speech Pathology: December 1983

**New York State Permanent Teacher Certification-Speech Hearing
Handicapped K-12:** September 1992

EXPERIENCE

Bethlehem Central School District

Delmar, New York

September 2005 – Present

Elementary Special Education Supervisor/Elementary CSE chair:

Responsible for all aspects of programming for Elementary students (approximately 400 students) identified with a disability under IDEA/section 504. Coordinate all evaluations for students under this committee. Work closely with administrators, staff and parents in five Elementary buildings to facilitate the most appropriate programs and services for students.

Direct supervision of 30 special education and related service personnel, including hiring, on-going supervision and staff development. Work closely with district administration to provide continuous improvement/staff development to professional staff, paraprofessionals and families on topics related to special education.

September 1999 – August 2005

CPSE/CSE Chair

Chair of the Committee on Preschool Special Education (CPSE) and the Elementary Committee on Special Education (CSE). Responsible for all aspects of programming for all Pre-K-grade five students with disabilities.

September 1987 – January 1998

Speech Language Pathologist

Provided direct speech/language therapy and diagnostics to children K-5. Therapies included oral motor, articulation, phonological, language, voice and overall communication skills.

Whispering Pines Preschool, Inc.

Delanson, New York

September 1987 – September 1997

Intake Diagnostic Coordinator/Senior Speech Language Pathologist

Provided direct therapy to infants, toddlers, and preschool children.

College of St. Rose

Albany, New York

September 1995 – September 1997

Part-time, Adjunct Faculty

College supervisor of graduate and undergraduate speech and hearing students from the College of St. Rose for clinical practicums. Provided both written and verbal feedback concerning clinical skills in the diagnosis and treatment of children with speech/language and learning delays.

Capital District Beginnings, Inc.

Troy, New York

February 1984 – August 1987

Speech Language Pathologist

Responsibilities included site liaison between program directors and center staff and other agencies. Wrote and developed "*Beginnings A Program for Young Children*" brochure (first edition 1984, revised 1987).

Capital Area Speech Center, Inc.

Albany, New York

September 1982 – February 1984

Speech Language Pathologist

Diagnosis and remediation for preschool and school age children and mentally retarded adults.

AFFILIATIONS

Capital Region Council for Young Children with Special Needs

1984-1997

Treasurer 1996-1997

Secretary 1989-1993

Affiliated preschool providers from throughout the greater Capital District region. Coordinated legislative lobby day. Testified before New York state legislative committee hearing.

Capital Region BOCES: CSE Chairpersons Group

Preschool Representative: 1996-1997

Represented capital region preschool providers to group of BOCES representatives, school district CSE, chairpersons and administrators.

Capital Region Development Assessment Clinic for Infants at Bellevue Maternity Hospital

1991-1997

Member of transdisciplinary team that met monthly to evaluate children age birth to two with developmental delays. Team included two Neonatologists, Pediatric Nurse, Psychologist, Special Education Teacher, Occupational Therapist, Physical Therapist and Social Worker.

American Speech, Language and Hearing Association

Member since 1980

Capital Area Speech Language and Hearing Association

Member since 1982

REFERENCES AVAILABLE UPON REQUEST

BOE accepts resignation

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to accept the resignation of Daniel Rice as Elementary Teacher, effective June 30, 2023

All Board members voted Yes- No- motion carried

BOE approves Extra Curricular Appointments

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint Natalie Cutting as the Girls Varsity Soccer Coach for the 2023 season. Mrs. Cutting will be compensated \$ 3246.00 for the season

All Board members voted Yes- No- motion carried

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint Lyle Hartwell as the Boys Varsity Soccer Coach for the 2023 season. Mr. Hartwell will be compensated \$ 3246.00 for the season

All Board members voted Yes- No- motion carried

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint Amber Mieras as the Girls Modified Soccer Coach for the 2023 season. Mrs. Mieras will be compensated \$ 3246.00 for the season

All Board members voted Yes- No- motion carried

BOE Appoints Unpaid Assistants

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint Jacob DesLauriers as an unpaid assistant for the Boys Varsity Soccer Team for the 2023 season.

All Board members voted Yes- No- motion carried

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint Brianna Barrett as an unpaid assistant for the Girls Soccer Teams for the 2023 season.

All Board members voted Yes- No- motion carried

BOE Appoint Elementary Teacher

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint Sarah Silvernail as a 1.0 Elementary Teacher effective September 1, 2023. Mrs. Silvernail will be placed on a three year tenure track ending on June 30, 2026. Mrs. Silvernail will be compensated \$73,987.00 for the 2023-2024 school year.

All Board members voted Yes- No- motion carried

BOE appoints Special Ed Director

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Kathleen Johnston as a per diem Special Education Director. Mrs. Johnston will be compensated \$450.00 per day for the 2023-24 school year.

All board members voted Yes- No- motion carried

BOE Appoints Substitute

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Evelyn Bevins as a substitute aide. Mrs. Bevins will be compensated \$15.00 per hour for the 2023-24 school year. This position will be based on the clearance of NYSED fingerprints.

All board members voted Yes- No- motion carried

BOE Accepts Cafeteria Cook resignation

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to accept the resignation of Jen Hill as cafeteria cook effective June 30, 2023

All Board members voted Yes- No- motion carried

BOE appoints Teacher's Aide

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Jen Hill as a teachers aide effective 9/5/2023. Mrs. Hill will be compensated \$16.85 per hour for the 2023-24 school year.

All Board members voted Yes- No- motion carried

BOE appoints Teacher's Aide

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Alexis DeZalia as a teachers aide effective 9/5/2023. Ms. DeZalia will be compensated \$15.00 per hour for the 2023-24 school year.

All Board members voted Yes- No- motion carried

BOE appoints Teacher's Aide

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Travis Dick as a teacher's aide effective 9/5/2023. Mr. Dick will be compensated \$15.00 per hour for the 2023-24 school year.

All Board members voted Yes- No- motion carried

BOE appoints Cafeteria worker

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Crystal Jenks as a cafeteria worker effective 9/5/2023. Mrs. Jenks will be compensated \$15.00 per hour for the 2023-24 school year.

All Board members voted Yes- No- motion carried

BOE Appoints Teaching Assistants

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Justin Kirchberger as a teaching assistant for the 2023-2024 school year. Mr. Kirchberger will be compensated Step 1 \$25,033.00 as negotiated in the SLTA contract for the 2023-24 school year.

All Board members voted Yes- No- motion carried

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Amber Mieras as a teaching assistant for the 2023-2024 school year. Ms. Mieras will be compensated Step 2 \$25,820.00 as negotiated in the SLTA contract for the 2023-24 school year.
All Board members voted Yes- No- motion carried

Memorandum of Agreement

Adding the Title of Confidential Special Education Secretary

To the Support Staff Supervisors contract

Effective July 1, 2023- June 30, 2024

1. JOB TITLE

- A. Confidential Special Education Secretary

2. WORK SCHEDULE

- A. Salary for the Confidential Secretary shall be based on a 180 work day year.
- B. The confidential Secretary will work up to 10 hours per week during the summer

3. WORKDAY

- A. The secretary will be scheduled for a 7.5 hour day inclusive of a 1/2 hour lunch.

4. LEAVES

Sick, Personal, and Bereavement Leave days may be used in half day or full day increments.

A. Sick Leave

A) The secretary shall be entitled to twelve (12) days of leave per year at full pay, for absences due to illness, injury, disability, or medical/dental appointments of the employee or his/her nuclear family (i.e., spouse, child, parent, stepparent, grandparent, or sibling).

B) An employee may be required to submit a written statement by his/her doctor in the event of absence from work on four (4) or more consecutive school days.

B. Bereavement Leave

Bereavement leave will be allowed at full pay for 5 days for each instance when necessary due to death in the immediate family (i.e., spouse, parent, child, stepparent, grandparent, or sibling.) This leave is not cumulative.

C. Personal Leave

A) Four (4) days of absence with pay per year will be allowed for each employee for personal reasons upon proper notification. This leave shall be granted when

requested in writing two or more work days in advance. In emergencies, the two day advance notice shall be waived.

B) The unused portion of personal leave shall be accumulative to personal illness leave at the end of the school year.

C) This leave cannot be taken to extend vacations or holidays (except for extenuating circumstances when the Superintendent may grant approval) or used for pleasure or gainful employment, or for a Sick Leave or a Bereavement Leave. The basic intent of Personal Leave is to enable employees to conduct matters which cannot be conducted at times other than during the working day.

5. Well day Compensation

Any employee who receives sick leave benefits under the terms of this contract will be eligible for well day compensation.

Employees must first obtain and maintain a minimum of thirty (30) days of accumulated sick leave in order to be eligible. Thereafter, they may opt to receive cash reimbursement for those days unused in each fiscal year (July 1- June 30,) under the following terms:

- Reimbursement will be made at a rate of three-quarters (75%) of the daily rate of pay times the number of days requested for compensation.
- An employee may request from one half day to a maximum of sixteen (16) days (the total of 12 sick days plus 4 personal days) in any given year.
- Notification must be sent in writing to the Board of Education no later than March 1 of a given year of an individual's intent for compensation to be received the following July (the beginning of the next fiscal year.)

Days not used for leave purposes, or compensated for under this Well Day article will be accumulated as usual.

6. INSURANCES

- A. The District will pay the cost of health insurance of employees under the group health insurance used by the District. Employees will be required to purchase group life insurance through the district and provide co-payment of the health insurance premium as follows:

Single Plan

Effective July 1, 2023: 15%

- B. While employed by the District, employees may select the group life insurance benefit by paying the monthly premium.
- C The District will pay one hundred percent of the cost of N.Y.S. Disability Insurance of support staff supervisor employees.

7. RETIREMENT BENEFIT

- A Upon retirement, an employee may be paid a lump sum benefit equal to his/her daily rate of pay for the last full school year (July to June) of employment, times the number of sick hours accumulated (up to 90 days) not to include 12 days for unit employees allowable for the last year.
- B Criteria for this benefit include completion of at least twenty (20) years of employment by the district and eligibility for retirement under the New York State Employee Retirement System. For those who retire with fewer than twenty (20) years of employment, the following criteria will be used:
 - 5 - 9 Years Employed - one fifth (1/5) daily rate
 - 10 - 12 Years Employed - one third (1/3) daily rate
 - 13 - 19 Years employed - two thirds (2/3) daily rate
- C The employee must provide written notice to the Superintendent by March 1 prior to the District's next full fiscal year in which the employee intends to retire.

The Confidential Secretary will be compensated \$21.00 per hour for the 2023-2024 school year.

Employee

Superintendent of Schools

Date

Date

Substitute list 2023-2024

Victoria Buell

Lynette Cole

Brooke Clark

Natalie Cutting

Alexis DeZalia

Travis Dick

Brianna Emmert

Crystal Jenks

Jeanine Melville

Robert Petrimono

Ed Raquet

Sharon Smith

Samuel Startup

Mary Fran Weisleder

Molly Wisser

Nurse Substitute

Hannah Armstrong

Bus Driver Substitutes

Natalie Royer Loiselle

Stephen Gratto

Recommended Substitute Rates of Pay for 2023-2024

Certified Teacher Substitute (Current NYS Certification) = \$125.00/day. Once 10 cumulative days worked in school year rate increases to \$130 day

Non SLTA teacher hourly rate= \$35.00

Teachers Assistant Sub \$115.00

Nurse, RN substitute \$125 day

Non-certified Teacher Substitute = \$115day

Teacher Aide Substitute = \$15.00 hour

Cleaner/Custodian Substitute = \$15.00hour

Typist Substitute = \$15.00 hour

Cafeteria Substitute = \$15.00 hour

Bus Driver Substitute = \$23.00/hour

Long Term Sub Pay \$125.00 per day

**SCHROON LAKE CENTRAL SCHOOL DISTRICT
STUDENT TRANSPORTATION COOPERATIVE AGREEMENT**

This agreement is made by and among the participating school districts listed below pursuant to section 119-o of the General Municipal Law for the purpose of providing transportation to their respective students on a cooperative basis during the school year commencing July 1, 2023 and ending June 30, 2024. For the purpose of this agreement, the school district sending one of its students on another district's bus shall be called the "sending district," and the school district transporting another district's student shall be called "the transporting district."

The participating school districts:

Minerva Central School District

Bolton Central School district

Indian Lake Central School District

Johnsburg Central School District

Long Lake Central School District

Newcomb Central School District

North Warren Central School District

Schroon Lake Central School District

Warrensburg Central School District

Whereas each of the participating districts provides transportation for its resident students between their homes and the schools they legally attend, and two or more

districts may be transporting students to the same out-of-district locations or over similar routes; and all of the above-listed districts are willing to work together to improve transportation service and efficiency within the region served by the participating districts; now therefore, in consideration of the mutual promises contained herein it is agreed:

1. Participating districts shall cooperate with each other by transporting each other's students when multiple districts are transporting students to the same location to maximize the use of available passenger capacities and to avoid overlapping and unnecessarily long runs.
2. Transportation officials shall have the authority to represent their respective districts in making scheduling arrangements and designing procedures for covering matters such as scheduling changes, communications, student discipline, emergency procedures, and complaints. Any particular cooperative transportation arrangement may be discontinued when no longer convenient to any participating district.
3. The parties agree that each district shall maintain public liability insurance coverage such that the insurance of the transporting district will be primary with respect to any claim made against the transporting district and /or the sending district in connection with or arising out of the operation of the transporting district's vehicle. The transporting district shall provide details of policy terms and limits at the request of the sending district. A transporting district shall not be deemed the agent of the sending district but rather an independent contractor.

4. There shall be no fee for transporting a student of one participating district by another district pursuant to this agreement.

Wherefore the parties have executed this Agreement by authority of their respective Boards of Education.

Dated: _____

For Schroon Lake Central School District



School Aid Specialists
THE REVENUE EXPERTS



School Aid Specialists (SAS) is a statewide consulting firm with over 60 years of combined experience. Our unique knowledge, honed from working in the New York State Legislature, Questar III BOCES and decades as chief financial officers, ensures a thorough review of the many revenue sources available to your district.

Rest assured that we will maximize all possible revenue to fund the programs that serve your students. We review more than 85 unique data items – whether attendance, special education, financial or operational – that impact the amount of state aid your district receives.

While our reviews look at current and prior year's data, our findings often lead to increased funding streams years into the future.



SAS offers quick turnaround times with very limited district staff support requirements.



SAS can begin the state aid review process remotely to add convenience and time-savings for your staff.



If SAS does not find additional revenue for the district, the State Aid Review service is FREE.

--- NYSSBA/SAS Partnership ---

NYSSBA is proud to have SAS as an endorsed School Services Partner. NYSSBA finds only the best organizations that can offer winning solutions for our members. SAS can not only maximize a district's state aid through customized state aid reviews, but they also have the lowest fees of any state aid consulting firm. And, if no money is found, there are no fees. This is an exceptional benefit for our members. With the additional services offered by SAS such as management, fiscal, building aid and constructions services and the strength of their state aid reviews, we find SAS to be a great benefit for our member districts.

ANTHONY CASHARA

Anthony began his work in school finance as a session assistant with the Senate Education Committee in 1983. Since 1984 Anthony has served within the New York State Assembly, Questar State Aid Planning Service and 17 years as a chief school business official. Anthony has also been a school board member and served as a board president.

BRIAN SHEA

Brian was a state aid specialist with Questar III BOCES for six years before serving as the Assistant Superintendent for Business and Interim Superintendent at Schoharie Central School District. Prior to joining Questar BOCES State Aid and Financial Planning Service, Brian served several years as a legislative aide in the NYS Senate.

SCHOOL AID SPECIALIST

P.O. Box 762
Guilderland, NY 12084-0762
schoolaidspecialists.com



School Aid Specialists

THE REVENUE EXPERTS

School Aid Specialists (SAS) is a statewide consulting firm that will maximize all possible revenue sources to fund the programs that best serve your students. With more than 60 years of combined experience, the specialists at SAS possess a unique knowledge set about school finances, honed from working in the New York State Legislature and Questar III BOCES as well as for decades as chief financial officers.

They thoroughly analyze more than 85 data points that impact the amount of state aid your district receives. And while their analyses focus on current and prior year's data, their findings often lead to increased funding streams years into the future.

- SAS offers quick turnaround times with very limited district staff support requirements
- SAS can begin the state aid review process remotely, which can be more convenient and save time for your staff.
- SAS can provide professional development and training for district staff in the basics of maximizing state aid.
- If SAS does not find additional revenue for the district, the State Aid Review service is FREE!

For more information contact:

Zac Adams, *Business Development and
Member Relations Manager*

518.783.3726

zac.adams@nyssba.org

STATE AID REVIEW & FISCAL SERVICES

- Foundation Aid

With the full funding of foundation aid, the thorough review of pupil counts has never been more important. SAS reviews SIRS, special education, school lunch and enrollment data to ensure all students are reported, which impacts the foundation aid your district receives. We also review and maximize:

- o Transportation aid.

SAS reviews mileage and expenditure data for the school year and summer programs.

- o Tax cap assistance.

- o And much more.

- Professional development and training of district staff in data collection & claiming procedures, special education funding, and the basics of state aid maximization.

- Medicaid reimbursement claiming & cost reconciliation

SAS reviews STAC, RSU and Medicaid filings that provide supplemental funding for special education placements. Title grants and IDEA grants are analyzed and maximized, which positively impacts other grant programs such as STAC and Medicaid.

- Completion of all state reports and forms relating to state aid.

- State aid audit/disallowance review and verification.

- Non-resident and foster care tuition billing and expenditures.

FOR MORE INFORMATION, CONTACT:

Zac Adams

Business Development and Member Relations Manager

518.783.3726

zac.adams@nyssba.org

Real Expertise - Real Results



"School Aid Specialists has maximized and recovered aid for the taxpayers of our district. Their level of knowledge and expertise in the fields of State Aid and Medicaid are unmatched. They are, without a doubt, our "go to" experts. In fields as complex and deeply rooted in legislation and formulas that never see the light of day, having the resources of School Aid Specialists available to us, gives us the knowledge that we are achieving and receiving the maximum federal and state dollars available to our District."

– Laura A. Newman, Asst. Supt. For Business and Operations, Commack Union Free Schools



"With the complexity of state aid, no school district can be confident that they have collected all of the aid to which they are entitled. In these tough economic times, we need every dollar that we can get. School Aid Specialists are the experts. They find aid where no one else knows to look. I can recommend them without reservation."

– John D. Abbott, Deputy Superintendent, East Irondequoit Central School and Monroe 2 BOCES board member



SCHOOL DISTRICT AGREEMENT FOR CONSULTANT SERVICES

BY AND BETWEEN the **New York State School Boards Association**, hereinafter referred to as “NYSSBA” or the “Association,” with offices at 24 Century Hill Drive, Suite 200, Latham, New York 12110-0211, and the _____ **School District**, with offices at _____, hereinafter referred to as the “District”:

WHEREAS, the Association has professional expertise in the area of providing school districts with **State Aid Review** services; and

WHEREAS, the District desires to engage the services of the Association to provide State Aid Review services and the Association agrees to be so engaged in the following terms and conditions:

1. This Agreement supersedes all other agreements between the parties, either oral or in writing, with respect to the subject matter herein. Any understanding or promise not contained herein shall not be valid or binding, unless agreed to, in writing, by both parties.

2. The Association agrees to provide State Aid Review Services as set forth below:

As part of this agreement, NYSSBA’s consultant School Aid Specialists (SAS) will provide a comprehensive review of current and prior year student and financial records for all applicable aid years. SAS will use its best efforts to increase District revenues pursuant to this agreement. SAS will assist with any correspondence, STAC forms, BEDS revisions, SA-100/ST-3 revisions or other communications needed to effectuate any such findings. SAS will also provide staff training and recommendations in areas related to their findings. Upon completion, SAS will provide a report detailing any such findings and recommendations.

The Association’s consultant, SAS, shall:

- a) Check to ensure that *health related services* to non-public or charter school students have been properly billed. Districts providing those services are required to bill the cost to the student’s district of residence;
- b) Determine whether the district has billed for CPSE administrative costs;

- c) Analyze the district's Public and Private Excess Cost Aids;
- d) Review the district records of High Cost Students to ensure all STACs have been filed with the New York State Education Department (NYSED);
- e) Check to ensure that STACs for students with disabilities who are enrolled in summer school programs have been filed with NYSED, so the district claims all its Summer Handicapped Student Program Aid;
- f) Review all Federal and special aided programs for proper reimbursement;
- g) Review all Operating and Categorical Aids for proper reimbursement;
- h) Ensure that health related services to non-public or charter school students have been properly billed;
- i) Student enrollment and attendance used in funding public and private special education placements, summer section 4408, preschool section 4410, Chapter placements (chapters 47, 66, 721), Incarcerated Youth, dual enrolled, homeless, resident and nonresident foster and charter school placements.
- j) Student transportation aid claims
- k) Instructional materials and equipment claims for Textbooks, Library Materials, Computer Software and Equipment
- l) Building and Construction projects including EXCEL
- m) Foundation Aid, in all applicable aid years
- n) STAR reimbursement and county sales tax claims
- o) Nonresident (foster) placement, dual enrollment and charter tuition revenue and expenses
- p) Other state and federal (Medicaid) funded programs

In the course of the work performed, neither the Association nor any individual performing work on behalf of the Association presents itself/himself/herself as a member of either the legal or accounting profession. It is suggested that school districts should share the final report which is prepared pursuant to this agreement with any and all professionals that are deemed appropriate.

3. The District shall notify NYSSBA, prior to executing this contract, of any prior year financial or student amendments that impact state aid that the District is completing.

Barring any notification to the contrary, the state aid reports on record at the contract date shall be the base line for the review.

4. In the event that the work performed under this agreement yields a result in which additional state aid is received by the District, the District shall pay the Association for services at the rate of fifteen percent (15%) of any such additional state aid found up to \$499,000; or thirteen percent (13%) of funds found over \$500,000, **including additional Building Aid received during the amortization period of such project(s)**. This fee shall be paid within thirty (30) days of the release of the New York State Education Department audit and amendment of state aid analysis payment schedules indicating the appropriate adjustment has been paid. Payments to the Association are due upon the approval and receipt of additional revenues generated pursuant to this agreement. If no additional state aid is received under this contract, the District will not be obligated to pay any fee to the Association. The Consultant will not perform any additional work and will receive no additional payment unless the School District and the Association have agreed, in writing, that said additional work will be provided. The Association will confer with the District prior to entering into any agreement for additional work.

5. The Association shall furnish a Certificate of Professional Liability Insurance of \$1 Million which shall provide coverage to the Association when rendering services pursuant to this Agreement. The term of such insurance shall be concurrent with the term of this Agreement. The District will maintain liability insurance coverage against any damage claims against the District associated with Association work.

6. This Agreement shall be effective commencing the date of this Agreement, and shall terminate on June 30, 2025, or when the services set forth in the Agreement are complete, whichever occurs sooner, unless this Agreement is terminated earlier in accordance with this paragraph. The parties may extend this contract by mutual written agreement. Both parties will have the authority to terminate this contract within thirty (30) days' notice. It is further agreed that in the event this contract is terminated by either party prior to completion of the contract, any work performed by the Association will remain the financial responsibility of the district.

7. The Association will comply with all applicable requirements regarding the confidentiality of student records, including the Family Educational Rights and Privacy Act, HIPAA, and regulations of the United States and the New York State Education Departments.

8. Section 2-d of the New York State Education Law requires that a parents' bill of rights for data privacy and security must be included with every contract an educational agency enters into with a third-party contractor, where the third-party contractor receives student data or teacher or principal data. Accordingly, this Agreement is deemed to incorporate by reference the District's parents' bill of rights for data privacy and security. The contractor agrees to comply with all applicable provisions of Section 2-d of the Education Law, any rules and regulations of the New York State Education Department issued thereunder, and the District's parents' bill of rights for data privacy and security, including any amendments to any of these.

9. This Agreement shall be construed in accordance with the laws of the State of New York. In the event that any provision hereof is deemed unenforceable by a court of competent jurisdiction, the other provisions shall nevertheless remain in effect.

10. This Agreement contains the entire understanding between the parties with reference to the matters contained herein. No amendments to this Agreement shall be valid unless made in writing and signed by both parties.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement this _____ day of _____, 2023.

**NEW YORK STATE SCHOOL BOARDS
ASSOCIATION**

BY: _____
Kristina M. Oliver
Chief Financial Officer

SCHOOL DISTRICT

BY: _____

Superintendent