

**SCHROON LAKE CENTRAL SCHOOL
BOARD OF EDUCATION MEETING AGENDA
THURSDAY, AUGUST 24, 2023
7:00 PM School Library**

- I. Call the meeting to order
 - Pledge to the flag
- II. Approval of the Minutes of Board Meeting
 - A. July 20, 2023
- III. Public Participation
- IV. Financial Reports
 - A. Treasurer's Report/Budget Status
 - B. Warrant # 1
 - C. General Fund Transfers
 - D. Extra Curricular Report
 - E. 2023-2024 Tax Warrant
- V. A. Superintendent's Report
 - 1. Opening School Year Schedules
 - 2. Leadership Team
- B. Principals Report
 - 1. Grading Procedure
 - 2. Teacher Institute Feedback
 - 3. APPR
- C. Business Manger Report
 - 1. Transition Report
 - 2. Investment Policy
 - 3. Inventory & Salvage
- D. Special Education Report
 - 1. ABC's of IEP's
 - 2. Professional Development for Teacher Aides
 - 3. CSE Meeting Procedures
- VI. Board Discussion and Action Items
 - A. Approve CSE recommendations
 - B. Appoint Special Education Teacher
 - C. CSEA Starting Wage
 - D. Rescind Teachers Aide appointment
 - E. Appoint Teachers Aide
 - F. Appoint Substitutes
 - G. Extra Curricular Appointments
 - H. Trap Club
 - I. Declare Items for Salvage

- VII. District Wide Safety Plan/ Building Safety Plan/ Remote Learning Plan
- VIII. Student Disciplinary Guide/ Code of Conduct
- IX. **Policy 1st read**
 - A. Investment Policy
 - B. Life Threatening Conditions
- X. Public Participation
- XI. Executive Session (if needed and called)
- XII. Adjournment

SCHROON LAKE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
School Library
July 20, 2023 @ 7:00 PM

BOARD MEMBERS PRESENT:

Jared Whitley
Bruce Murdock
Valerie LeBlanc
Susan Repko
Codie Aiken

OTHERS PRESENT:

Supt. Brooks Kemm Pemrick
Danielle Fosella Matt Curren
Lee Silvernail Laura Corey
Jeff Cutting Kathy Johnson

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 Susan Repko, second by Bruce Murdock
to accept the minutes of June 22, 2023 as presented
All Board Members voted Yes-5 No- 0 motion carried.

PREVIOUS
MINUTES

A motion was made by Valerie LeBlanc, second by Bruce Murdock
to accept minutes of July 6, 2023 as presented
All Board Members voted Yes-5 No- 0 motion carried.

PUBLIC
PARTICIPATION

There were no concerns at this time

CERTIFICATION
OF WARRANT

A motion was made by Susan Repko, second by Codie Aiken
to approve Warrant #12 dated 7/06/23 as presented.
All Board Members voted Yes- 5 No-0 motion carried

TREASURER'S
REPORT

A motion was made by Susan Repko, second by Bruce Murdock
to accept the Treasurer's Report dated 7/16/2023
All Board Members voted Yes-5 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 6/30/23.
All Board members voted Yes-5 No-0 motion carried.

TRANSFERS
APPROVED

A motion was made by Bruce Murdock, second by Codie Aiken to approve a transfer from the General Fund to the lunch fund in the amount of \$36,959.00
All Board members voted Yes 5 No-0 motion carried

A motion was made by Susan Repko, second by Bruce Murdock to approve a transfer from the General Fund to the Special Aid fund in the amount of \$5285.69
All Board members voted Yes- 5 No-0 motion carried

A motion was made by Valerie LeBlanc, second by Bruce Murdock to approve a transfer from the General Fund to the Capital fund in the amount of \$82,790.84
All Board members voted Yes- 5 No-0 motion carried

SUPT.
REPORT

Dr. Brooks presented the Board with non resident tuition information from area schools. All schools allow children of employees to attend free of charge. After some discussion it was agreed to continue with the non resident policy increasing the rate to \$2500.00 per student

NON
RESIDENT
TUITION
POLICY

A motion was made by Susan Repko, second by Bruce Murdock to continue accepting non resident students at the rate of \$2500.00. A students application must be reviewed by the Superintendent and there can be no additional cost to the district. Students already enrolled will be grandfathered with \$1000.00 tuition through graduation.
All Board members voted Yes- 5 No-0 motion carried

Dr. Brooks presented an Operational Guidelines flow chart with roles and responsibilities for each department. The Cafeteria, Transportation and Building and Grounds will now be under the Business Manager.

The Teacher mentor program will be reviewed over the next few weeks and shared with faculty and staff.

Dr. Brooks thanked Susan Repko for attaining a grant in the amount of \$1000 to purchase additional Videography equipment.

PRINCIPALS
REPORT

Mrs. Pemrick shared with the Board the schedule for the Summer Institute that will take place from August 7th -August 10th. All teachers and assistants are encouraged to attend. Teachers aides are welcome but not required.

Summer Curriculum projects are underway and some of the Pre-K -5 is being addressed during the Summer Institute. An in house math program is also being developed.

The current Grading policy is being reviewed. Changes will be rolled out to staff to improve student achievement. Ms. Corey and Mr. Paradis are currently working on the Civic Readiness program They will also work with Mrs, Behm and Mrs. Britt to align Social Studies and ELA for the upcoming school year.

Senior Exit interviews were conducted and it is apparent that students value relationships both with staff and their peers. They all had a sense of belonging and understand this is a key to success.

The Prevention Team Survey results are available and we should be getting our Districts information very soon. It will be shared with the Board as soon as possible.

BUSINESS Mr. Curren has been busy learning the systems put into place and is currently
MANAGER defining the roles and responsibilities of members of the Building and Grounds,
REPORT Cafeteria and Transportation teams. He has been building relationships with each Department and feels very supported in his transition.

BOE accepts resignation

Upon the recommendation of Supt. Brooks a motion was made by Bruce Murdock, second by Susan Repko to accept the resignation of Daniel Rice as Elementary Teacher, effective July 20, 2023

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

BOE approves Extra Curricular Appointments

Upon the recommendation of Supt. Brooks a motion was made by Bruce Murdock, second by Codie Aiken 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-5 No-0 motion carried

Upon the recommendation of Supt. Brooks a motion was made by Valerie LeBlanc, second by Codie Aiken 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- 5 No-0 motion carried

Upon the recommendation of Supt. Brooks a motion was made by Bruce Murdock, second by Codie Aiken to appoint Amber Mieras as the Girls Modified Soccer Coach for the 2023 season. Mrs. Mieras will be compensated \$1787.00.00 for the season

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

Upon the recommendation of Supt. Brooks a motion was made by Bruce Murdock, second by Susan Repko to appoint Lance Paradis as the Boys Modified Soccer Coach for the 2023 season. Mr. Paradis will be compensated \$1787.00.00 for the season

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

BOE Appoints Unpaid Assistants

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

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

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

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

BOE Appoint Elementary Teacher

Upon the recommendation of Supt. Brooks a motion was made by Codie Aiken, second by Valerie LeBlanc 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- 5 No- 0 motion carried

BOE Appoints Substitute

Upon the recommendation of Supt. Brooks, a motion was made by Susan Repko, second by Bruce Murdock 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-5 No- 0 motion carried

BOE Accepts Cafeteria Cook resignation

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

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

BOE appoints Teacher's Aide

Upon the recommendation of Supt. Brooks, a motion was made by Susan Repko, second by Codie Aiken to appoint Jen Hill as a teacher's 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- 5 No- 0 motion carried

BOE appoints Teacher's Aide

Upon the recommendation of Supt. Brooks, a motion was made by Bruce Murdock, second by Codie Aiken to appoint Alexis DeZalia as a teacher's 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- 5 No- 0 motion carried

BOE appoints Teacher's Aide

Upon the recommendation of Supt. Brooks, a motion was made by Susan Repko, second by Bruce Murdock 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- 5 No- 0 motion carried

BOE appoints Cafeteria worker

Upon the recommendation of Supt. Brooks, a motion was made by Valerie LeBlanc, second by Bruce Murdock 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- 5 No- 0 motion carried

BOE Appoints Teaching Assistants

Upon the recommendation of Supt. Brooks, a motion was made by Codie Aiken, second by Susan Repko to accept the resignation of Justin Kirchberger as a Teacher’s Aide and 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- 5 No-0 motion carried

Upon the recommendation of Supt. Brooks, a motion was made by Bruce Murdock , second by Codie Aiken to accept the resignation of Amber Mieras as a Teacher’s Aide and 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- 5 No- 0 motion carried

BOE appoints Long Term sub

Upon the recommendation of Supt. Brooks, a motion was made by Susan Repko, second by Valerie LeBlanc to appoint Melissa Whitley as a long term sub to fill a maternity leave beginning in September.

All Board members voted Yes- 4 No-0 Abstain- 1 (Jared Whitley) motion carried

BOE APPROVES MOA Upon the recommendation of Supt. Brooks, a motion was made by Bruce Murdock to approve the MOA adding the title of Confidential Special Education Secretary to the Support Staff Supervisors contract effective July 1,2023- June 30, 2024

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

BOE APPOINTS CONFIDENTIAL SECRETARY Upon the recommendation of Supt. Brooks, a motion was made by Valerie LeBlanc, second by Codie Aiken to appoint Cindy Gero as Confidential Special Education Secretary at the rate of \$21.00 per hour for the 2023-2024 school year.

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

BOE Upon the recommendation of Supt. Brooks, a motion was made by Bruce Murdock
APPROVES second by Valerie LeBlanc to approve the sub list as amended for the 2023-2024
SUB LIST school year.
 All Board members voted Yes- 5 No-0 motion carried

BOE A motion was made by Bruce Murdock, second by Valerie LeBlanc to approve
APPROVES the recommended rates of pay for substitutes for the 2023-2024 school year as
SUB presented.
PAY RATES All Board members voted Yes- 5 No-0 motion carried

STUDENT A motion was made by Bruce Murdock, second by Susan Repko to
TRANSPORTATION approve the Student Transportation Cooperative Agreement with
COOPERATIVE participating schools for the 2023-2024 school year.
AGREEMNT All Board members voted Yes- 5 No-0 motion carried

STATE AID A motion was made to Susan Repko, second by Valerie LeBlanc to
REVIEW approve the contract with School Aid Specialists as presented.
APPROVED All Board members voted Yes- 5 No-0 motion carried

PUBLIC There were no concerns at this time
PARTICIPATION

EXECUTIVE A motion was made by Bruce Murdock, second by Susan Repko
SESSION to go into executive session at 8:30 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 A motion was made by Bruce Murdock, second by Susan Repko
SESSION to move out of executive session at 8:53 pm.
 All Board members voted Yes -5 No-0 Motion Carried

BOE appoints Special Ed Director

Upon the recommendation of Supt. Brooks, a motion was made by Susan Repko, second by
Codie Aiken 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- 5 No- 0 motion carried

ADJOURNMENT A motion was made by Bruce Murdock, second by Susan Repko to adjourn at 8:54PM
All Board members voted Yes- 5 No-0 motion carried

District Clerk

BOE Appoint Special Education Teacher

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

All Board members voted Yes- No- motion carried

CSEA Starting wage

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to increase the starting wage for teachers aides and cafeteria workers to \$16.00 for the 2023-2024 school year.

All Board members voted Yes- No- motion carried

BOE Rescinds Teacher’s Aide Appointment

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to rescind the appointment of Travis Dick as a teacher’s aide effective 9/5/2023.

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 Rebecca Rice as a teachers aide effective 9/5/2023. Mrs. Rice will be compensated \$16.00 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 Appoints Substitutes

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Emily Kutz as a non certified teacher substitute. Ms. Kutz will be compensated \$115.00 per day 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

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Vickey Peterson as a teacher aide substitute and cafeteria substitute. Ms. Peterson 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

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Laura Escudaro as a teacher aide substitute and cafeteria substitute. Ms. Escudaro 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

Upon the recommendation of Supt. Brooks, a motion was made by _____, second by _____ to appoint Nancidee Holland as a substitute nurse. Ms. Holland will be compensated \$125.00 per day 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 approves Extra Curricular Appointments

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint Lance Paradis as the Boys Modified Baseball Coach for the 2024 season. Mr. Paradis will be compensated \$ 2235.00 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 Jeff Cutting as the Girls Varsity Softball Coach for the 2024 season. Mr. Cutting will be compensated \$3893.00 for the season

All Board members voted Yes- No- motion carried

BOE Appoints Unpaid Assistant

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint Josie Nieto as an unpaid assistant for the Girls Soccer Teams for the 2023 season. This position will be based on the clearance of NYSED fingerprints.

All Board members voted Yes- No- motion carried

BOE Accepts NHS Advisor resignation

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to regretfully accept the resignation of Angela Slaterpryce as NHS Advisor for the 2023-2024 school year

All Board members voted Yes- No- motion carried

BOE Appoints NHS Advisor

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint Danielle Bonanno as NHS Advisor for the 2023-2024 school year. Ms. Bonanno will be compensated \$902.00 for the 2023-2024 school year

All Board members voted Yes- No- motion carried

BOE APPROVES TRAP TEAM

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to approve the budget for the 2023-2023 school year. Total Expenditures will not exceed \$7340.00.

All Board members voted Yes- No- motion carried

BOE appoints TRAP Coach

Upon the recommendation of Supt. Brooks a motion was made by _____, second by _____ to appoint Phil Armstrong as the Trap Coach for the 2023-2024 school year. Mr. Armstrong will be compensated \$\$1800.00 for the 2024 season

All Board members voted Yes- No- motion carried

Items Declared as Salvage

A motion was made by _____, second by _____ to declare the tire machine and server counter unit as salvage.

All Board members voted Yes- No- motion carried

TRAP CLUB

Proposed Budget 2023-24

EXPENDITURES:

- **Ammunition – \$3,040 (38 flats @ \$80 per flat)**
- **Targets – \$1200**
- **Fees – \$1000**
- **Uniforms/Hats – \$300**
- **Coaching – \$1800**

Total Expenditures = \$7340

REVENUES:

- **Hudson Falls Club Donation – \$700**
- **Fundraising – \$2000**
- **District – \$4640**

Total Revenues = \$7340

August 2023

To: Dr. Brooks, Superintendent

From: Matthew Curren, Business Manager

Date: August 24, 2023

Re: Items for Salvage

Please ask the Board to declare the following items for salvage:

Inventory/Equipment Disposal List

Item #	Item Description	Reason for Disposal	Requested By	Disposal Notes
	Tire Changer	Beyond Reasonable Use- Outdated	Brent DeZalia	Donation of Town of Schroon
	Server Counter Unit	Replaced through Grant- Update	Julie Holbrook	Place for bids for sale

Investment Policy

I. Statement of Policy

Funds held by the Schroon Lake Central School District (the District) that are in excess of the amount required to meet short term cash flow needs, and are not otherwise encumbered, shall be invested to provide the District with the best rate of return available without exposing the principal to an unreasonable risk of loss.

All investments made on behalf of the District shall comply with the requirements of all applicable federal and state laws, including Education Law, General Municipal Law, and Local Finance Law.

II. Authority to Invest District Funds

As permitted by Section 11 of General Municipal Law, the Board of Education (the Board) authorizes the Superintendent or designee, as an officer having custody of the District's funds, to invest the District's funds in a manner consistent with this Policy.

III. Standards for Selecting Investment

A. Prudence

All participants in the investment process shall act as custodians of the public trust and shall avoid any transaction that might impair public confidence in the District. They shall make investment decisions with the judgment and care exercised by a reasonably prudent person in the conduct of their own affairs.

B. Conflict Avoidance

All participants in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or impair their ability to make impartial investment decisions.

C. Diversification

Investments of District funds, including bank deposits, are to be diversified in terms of the type of investment made, the maturity dates of investments, and the choice of financial institution or broker to place or hold the investment. .

D. Permitted Investments

Investment Policy

Consistent with the other provisions of this Policy, the Superintendent or designee may invest funds in the following ways:

1. Special time deposit accounts;
2. Certificates of deposit;
3. Obligations of the United States of America;
4. Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America;
5. Obligations of the State of New York;
6. Certificates of deposits purchased by a bank or trust company in the manner described, and meeting all the conditions of Section 11 (2)(a)(2) of the General Municipal Law; and
7. Obligations of this local government, but only with any monies in a reserve fund established pursuant to General Municipal Law Sections 6c, 6d, 6e, 6g, 6h, 6j, 6k, 6l, 6m, or 6n.

E. Assured Availability

All investment obligations shall be payable or redeemable at the option of the District within such times as the proceeds will be needed to meet expenditures for purposes for which the monies were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the District within two (2) years of the date of purchase.

IV. Collateralization of Certain Investments

Investments in the form of special time deposits and certificates of deposit shall be collateralized as provided in policy governing District deposits.

V. Purchase and Custody of Investments

A. Purchase of Investment Assets

The Superintendent or designee is authorized to contract for the purchase of investments

1. Directly, including through a repurchase agreement, from an authorized trading partner;

Investment Policy

2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 8846, and the specific program has been authorized by the Board; or
3. By using an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the Board.

B. Custody of Investment Assets

All purchased obligations, unless registered or inscribed in the name of the District, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the District by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, Section 10.

C. Segregation of Investment Assets

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for the District, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the District a perfected interest in the securities.

VI. Repurchase Agreements

Repurchase agreements are authorized subject to the following restrictions:

1. All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
2. Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.

Investment Policy

3. Obligations shall be limited to obligations of the United States of America and obligations guaranteed by agencies of the United States of America.
4. No substitution of securities will be allowed.
5. The custodian shall be a party other than the trading partner

VII. Authorized Financial Institutions and Dealers

A. Preparation and Review of List

The Superintendent or designee is responsible for maintaining a list of depositories, trading partners, and custodians whose financial position and record of operations warrants their use by the District. At least once each year, the Board shall review the list with the Superintendent to adopt a list of approved financial institutions and firms, and designate a limit to the amount of investment to be made with each one.

B. Requirements

All financial institutions in which the District does business must be creditworthy. Banks must agree to provide their most recent Consolidated Report of Condition (Call Report) at the request of the District. Security dealers not affiliated with a bank must be classified as reporting dealers and be affiliated with the New York Federal Reserve Bank as primary dealers.

VIII. Annual Board Review of Policy

The Board shall review this Policy each year and note that review in the minutes of the meeting at which it occurs.

Schroon Lake Central School District

Legal References: NYS Education Law 1604-a (Common School District), 1709, 1723a (Union Free District), 1950 (4)(k) (BOCES), 3652; NYS General Municipal 10, 11, 39

Adopted: _____

Schroon Lake Central School

Policy #7521: Students with Life Threatening Health Conditions

Students come to school with diverse medical conditions which may impact their learning as well as their health. Some of these conditions are serious and may be life-threatening. As a result, students, parents, school personnel, and health care providers must all work together to provide the necessary information and training to allow children with chronic health problems to participate as fully and safely as possible in the school experience. This policy encompasses an array of serious or life-threatening medical conditions such as anaphylaxis, diabetes, seizure disorders, or severe asthma and acute medical conditions such as substance overdose. All students within the District with known life-threatening conditions will have a comprehensive plan of care in place: an Emergency Care Plan (ECP) or Individualized Healthcare Plan (IHP) and if appropriate, an Individualized Education Plan (IEP) or Section 504 Plan.

Life-Threatening Conditions

For those students with chronic life-threatening conditions such as diabetes, seizure disorders, asthma, and allergies, the District must work cooperatively with the parent(s) and the healthcare provider(s) to:

- a) Immediately develop an ECP for each at risk student to ensure that all appropriate personnel are aware of the student's potential for a life-threatening reaction;
- b) If appropriate, develop an IHP that includes all necessary treatments, medications, training, and educational requirements for the student. If the student is eligible for accommodations based upon the Individuals with Disabilities Act (IDEA), Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act, the appropriate procedures will be followed regarding evaluation and identification;
- c) Provide training by licensed medical personnel (e.g., registered professional nurse) for all adults in a supervisory role in the recognition and emergency management of a specific medical condition for specific students;
- d) Obtain specific medical-legal documents duly executed in accordance with New York State law; appropriate health care provider authorization in writing for specific students that includes the frequency and conditions for any testing and/or treatment, symptoms, and treatment of any conditions associated with the health problem; and directions for emergencies;

e) Secure written parent permission and discuss parental responsibility that includes providing the health care provider's orders, providing any necessary equipment, and participation in the education and co-management of the child as he/she works toward self-management;

f) Allow supervised students to carry life-saving medication in accordance with relevant laws, regulations, and procedures. The District will also encourage parents and students to provide duplicate life-saving medication to be maintained in the health office in the event the self-carrying student misplaces, loses, or forgets their medication;

g) Assure appropriate and reasonable building accommodations are in place within a reasonable degree of medical certainty.

In addition, the District will:

a) Provide training for transportation, instructional, food service, or physical education staff, as appropriate, in the recognition of an anaphylactic reaction;

b) Have standing emergency medical protocols for nursing or other staff;

c) Request the school medical director to write a non-patient specific order for anaphylaxis treatment agents for the school's registered professional nurse or other staff, as designated by the administration and allowed under federal and New York State laws and regulations, to administer in the event of an unanticipated anaphylactic episode;

d) Maintain or ensure the maintenance of a copy of the standing order(s) and protocol(s) that authorizes them to administer emergency medications such as anaphylactic treatment agents;

e) As permitted by New York State law, maintain stock supplies of life-saving emergency medications such as epinephrine auto-injectors and Naloxone (Narcan) for use, especially in first time emergencies;

f) Allow the school registered nurse, nurse practitioner, or physician to train unlicensed school personnel to administer emergency epinephrine via auto-injector, or emergency glucagon, to students with both a written provider order and parent/person in parental relation consent during the school day, on school property, and at any school function. Such training will be done in accordance with specifications outlined in the Commissioner's regulations;

g) Ensure that building-level and District-wide school safety plans include appropriate accommodations for students with life-threatening health conditions;

- h) Encourage families to obtain medic-alert bracelets for at risk students;
- i) Educate students regarding the importance of immediately reporting symptoms of an allergic reaction.

Emergency Medication

Epinephrine Auto-Injectors (EAI)

The District has entered into a collaborative agreement with the school physicians in order to provide and maintain EAIs on-site in its instructional facilities. This agreement allows for trained school employees, who have completed a New York State Department of Health (NYSDOH) course, to administer EAIs to any student or staff member who demonstrates symptoms of anaphylaxis, regardless of whether such person has a prior history of severe allergic reactions. The District will ensure that it has sufficient EAIs available to ensure ready and appropriate access for use during emergencies and will immediately report every use of an EAI in accordance with the collaborative agreement with local emergency personnel (paramedics). The collaborative agreement, as defined in Public Health Law Section 3000-c, is required for the District to permit trained school employees to administer stock EAIs to students and staff members who do not have a patient-specific order for such medication.

Creating an Allergen-Safe School Environment

The risk of accidental exposure or cross-contamination is always present in school, particularly for students with food allergies. The school setting is a high-risk environment for accidental ingestion of a food allergen due to the presence of a large number of students, increased exposure to food allergens, and cross-contamination of tables, desks, and other surfaces.

In an effort to prevent accidental exposure to allergens, the District will monitor the following high-risk areas and activities:

- a) Cafeteria;
- b) Food sharing;
- c) Hidden ingredients in art, science, and other projects;
- d) Transportation;
- e) Fundraisers and bake sales;
- f) Parties and holiday celebrations;
- g) Field trips;
- h) Before and after school programs.
- i) Cafeteria;

Medication Self-Management

The District will work toward assisting students in the self-management of their chronic health condition based upon the student's knowledge level and skill by:

- a) Adequately training all staff involved in the care of the child, as appropriate;
- b) Assuring the availability of the necessary equipment and/or medications;
- c) Providing appropriately trained licensed persons as required by law;
- d) Developing an emergency plan for the student; and
- e) Providing ongoing staff and student education.

Americans with Disabilities Act, 42 USC Section 12101 et seq.

Individuals with Disabilities Education Act (IDEA), 20 USC Sections 1400-1485

Section 504 of the Rehabilitation Act of 1973, 29 USC Section 794 et seq.

34 CFR Part 300

Education Law Sections 6527 and 6908

8 NYCRR Section 136.7

Public Health Law Sections 2500-h (Anaphylactic policy for school districts) and 3000-a