

**SCHROON LAKE CENTRAL SCHOOL  
BOARD OF EDUCATION MEETING AGENDA  
THURSDAY, SEPTEMBER 28, 2023  
7:00 PM School Library**

**6:00- Board Training- Superintendents office**

**I. Call the meeting to order**

Pledge to the flag

District Financial Audit Report -Telling & Hillman PC

**II. Approval of the Minutes of Board Meeting**

A. August 24, 2023

**III. Public Participation**

**IV. Financial Reports**

A. Treasurer's Report/Budget Status

B. Warrant #2

C. Extra Curricular Report

**V. Superintendent's Report**

A. Educational Highlight –Seal of Civic Readiness

B. Program Highlights

C. School Opening

D. True North PD Day

**Principal's Report**

A. Open House

B. Community service day

C. Grading procedure

**Business Office Report**

A. Investment Update

B. State Aid Review

C. Leadership

D. Strategy on Salvage Plan

**VI. Board Discussion and Action Items**

A. CSE/CPSE/504 recommendations

B. Appointments Substitutes

C. Appoint Teacher Mentor

D. Consider MOA with Support Staff Supervisors

E. Winter Sports Merger

F. Approval of CEP Benefit

VII Policy  
Investment Policy- 2<sup>nd</sup> read  
Students with Life Threatening Health Conditions- 2<sup>nd</sup> read

VIII. Public Participation

IX. Executive Session (if needed and called)

X. Adjournment

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

BOARD MEMBERS PRESENT:

Jared Whitley  
Bruce Murdock  
Susan Repko  
Valerie LeBlanc  
Codie Aiken

OTHERS PRESENT:

Supt. Brooks  
Kemmm Pemrick  
Matt Curren  
Kathy Johnston  
Vicki Peterson  
Beth Wisser

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 minutes of July 20, 2023 as presented  
All Board Members voted Yes-5 No- 0 motion carried.

PUBLIC  
PARTICIPATION

There were no concerns at this time

TREASURER'S  
REPORT

A motion was made by Bruce Murdock, second by Codie Aiken to accept the Treasurer's Report dated 8/05/2023.  
All Board Members voted Yes-5 No-0 motion carried

CERTIFICATION  
OF WARRANT

A motion was made by Bruce Murdock, second by Codie Aiken to approve Warrant #1 dated 8/01/23 as presented.  
All Board Members voted Yes- 5 No- 0 motion carried

BUDGET  
TRANSFERS  
GENERAL  
FUND

A motion was made by Bruce Murdock, second by Susan Repko to approve the budget transfers dated 7-24-23 as presented.  
All Board members voted Yes- 5 No-0 motion carried

EXTRA  
CURRICULAR  
REPORT

A motion was made by Codie Aiken, second by Bruce Murdock to approve the June extra curricular report dated 7/31/23 as presented.  
All Board Members voted Yes- 5 No- 0 motion carried

DRAFT

**TAX WARRANT**

Chapter 73, Laws of 1977  
Fund Balance as of 6/30/23 2,037,229.00  
Budget Total 9,305,327.00  
Optional Retainment x .04  
Optional Fund Balance Retainment \$372,213.00  
Fund Balance Used in Determining the Amount \$600,000.00  
Of Tax Levy

To The Collector of Schroon Lake Central School  
County of Essex & Warren

You are hereby commanded:

1. To collect taxes in the sum of \$7,299,212.00 in the same manner that collection are Authorized to collect town and county taxes.
2. To give notices in accordance with Section 1322 of the Real Property Tax Law
3. To Receive from each of the taxable corporations and natural persons on the attached tax roll the sums listed or so much thereof as is voluntarily paid to you within 30 days of this warrant, together with one cent of each dollar thereof.
4. To collect after the expiration of 30 days the residue of the sums not paid, together with the fees prescribed in Section 1322 and 1328 of the Real Property Tax Law.
5. To return this warrant on Nov. 4, 2023. And if any taxes in this list shall be unpaid at the Time you shall deliver to us an account thereof.

This warrant is issued by authority of Article 13 of the Real Property Tax Law and has the same force and effect as a warrant and tax list issued by the Board of Supervisors. It is effective immediately after is property by bustee or a majority of tutees.

Dated this 24 day of Aug. 2023 signed by  
Jared Whitley, President  
Susan Repko, Vice President  
Bruce Murdock  
Valerie Le Blanc  
Codie Aiken

**RESOLUTION TO CONFIRM TAX ROLLS AND AUTHORIZE TAX LAW**

Motion made by Bruce Murdock, and Seconded by Jared Whitley

WHEREAS: Chapter 73 of the laws of 1977, amended Section 1318, subdivision I of the Real Property tax Law: and

WHEREAS: The entire fund balance at the close of the last fiscal year must be applied in determining the amount of the school tax levy except for and amount not to exceed 4% of the current school year budget: and

WHEREAS: this latter amount may be held as surplus funds during the current school year. now therefore

BE IT RESOLVED: that the Board of Education as surplus funds\$ 372.213.00 from the total fund balance of \$ 2.037.229.00 thereby applying \$600.000.00 to the reduction of the tax levy.

BE IT ADDITIONALLY RESOLVED AS FOLLOWS:

To the collector of SCHROON LAKE CENTRAL SCHOOL DISTRICT No. 1, Towns of Schroon, North Hudson, and Chester, Counties of Essex, and Warren, New York State.

You are hereby commanded:

1. To give notice and start collection on Sept. 1, 2023 (in accordance with the provisions of Section 1322 of the Real Property Tax Law).
2. To give notice that tax collection will end on Nov. 3, 2023
3. To collect taxes in the total sum of \$7,299,212.00 in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education.. The board may recall its omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with provisions of section 922 of the Real Property Tax Law. To forward by Mail, without interest penalties, to the office of the County Treasurer a detailed Tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Section 540 and 544 of the Real Property Tax Law.
6. To receive from each of the taxable and natural persons the sum listed on the attached tax rolls without penalties when such sums Are paid before the end of the first month of the tax collection period Oct. 1, 2023. To add two per cent interest penalties to all taxes collected during the second month of tax collection and three per cent after Nov. 1, 2023 of the tax collection period and to account for such sums as income due to the school district.
7. To issue press- numbered receipts only on forms provided by the school district in of receipts of payments of taxes and to retain. preserve and file exact copies of all such receipts issued as required by Section 987 of the Real Property Tax Law.
8. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate the total tax levy, the total amounts remaining uncollected as required by section 1330 of the Real Property Tax Law.
9. To advise School Tax Rate 2023-24 is as follows:

Schroon	\$ 6.6425660	per 1,000
North Hudson	\$ 7.6242943	per 1,000
Chester	\$ 7.3246929	per 1,000

The warrant is issued pursuant to 910, 912 and 914 of the Real Property Tax Law and is delivered in accordance with Section 1306 and 1318 of this Law. It is effective immediately after it is properly signed by a majority of the Board of Education. The Warrant shall expire on the

date stated above a renewal or extension has been endorsed on the face of this warrant in writing in accordance with section 1318, subdivision 2 of the Real Property Tax Law.

Member	Vote
Jared Whitley	Yes
Susan Repko	Yes
Bruce Murdock	Yes
Codie Aiken	Yes
Valerie LeBlanc	Yes

Motion carried

**SUPT REPORT** Dr. Brooks went over the opening day plan and invited the Board to join in on any session that they were interested in. The message will be About unity and continued growth. The Leadership Team will continue to Mentor others to help grow the leadership within the building. Dr. Brooks attended an event at the Seagle Music Colony to receive a grant from the Adirondack Foundation. The grant will be used to purchase live streaming Equipment as well as funding the Model UN program to go to New York City.

**BOE ACCEPTS GRANT** A motion was made by Bruce Murdock, second by Valerie LeBlanc to accept a check from the Adirondack Foundation in the amount of \$1000.00 This grant will help to cover the cost of a trip to NYC for the Model UN class and Purchase equipment to update out live streaming capabilities.  
All Board members voted Yes- 5 No-0 motion carried

**PRINCIPAL'S REPORT** Mrs. Pemrick reviewed the Code of Conduct as well as the Anaphylaxis Protocol. Nurse Rooker and Mrs. Pemrick went over several area schools protocols and with information that was brought back from a state conference that Nurse Rooker attended this summer, the new Anaphylaxis protocol was created. Grading procedures were reviewed, with the help of a committee over the summer. Seven members created a new procedure that is consistent with what is going on nationally. The procedure aligns with current curriculum and standards and adds a responsibility index. This procedure will allow students to recover if they have gotten off to a rough start in the school year. She went over the feed back given after the summer institute. Feedback was given through a Google form and many positive comments were given about the excitement of the coming year. She spoke about upgrading and modernizing many systems such as Parent Square, Frontline and teacher evaluations as well as digitally required trainings.

**BUSINESS MANAGER REPORT** Mr. Curren reported on the Business Manger Fiscal Training that he attended. He learned that the job was constantly growing and changing and flexibility is key. He will be evaluating purchasing procedures and current software systems as well as employee onboarding procedures.  
He introduced a new Investment Policy Proposal that ensures that the district is spending money wisely and growing money wisely. It is important to be wise

with taxpayer funds. He went over the new procedure to dispose of inventory and equipment that no longer has value to the district. The new form will allow the Board to dispose of items in a clear and ethical manner.

SPECIAL  
EDUCATION  
REPORT

Mrs. Johnston stated that she was happy to be here at Schroon Lake and has met many wonderful staff members as well as Boces employees. She reviewed the session of the ABC's of IEP's that she presented at the Summer Institute. Teachers' Aides will receive additional support to help them be successful. Overall, it has been a busy few weeks and she looks forward to continuing to support staff and students.

Dr. Brooks commented that he is very proud of his team and the work that has been accomplished over the past few months. He feels this year will go from good to great with the new team of people working in the building.

CSE/ 504 RECS APPROVED A motion was made Bruce Murdock, second by Susan Repko to approve the recommendations for #40238, 40282 and 40173.  
All Board members voted Yes- 5 No-0 motion carried

**CSEA Starting wage**

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

**BOE Rescinds Teacher's Aide Appointment**

Upon the recommendation of Supt. Brooks, a motion was made by Bruce Murdock, second by Susan Repko to rescind the appointment of Travis Dick as a teacher's aide effective 9/5/2023.  
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 Bruce Murdock, second by Codie Aiken to appoint Rebecca Rice as a teacher's 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- 5 No- 0 motion carried

**BOE Appoints Substitutes**

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

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

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

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

Upon the recommendation of Supt. Brooks, a motion was made by Bruce Murdock, second by Susan Repko to appoint David Pede as a certified substitute teacher. Mr. Pede 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- 5 No- 0 motion carried

Upon the recommendation of Supt. Brooks, a motion was made by Bruce Murdock, second by Susan Repko to appoint Joseph Slaterpryce as a non certified substitute teacher. Mr. Slaterpryce 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- 5 No- 0 motion carried



## **BOE approves Extra Curricular Appointments**

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

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

## **BOE Appoints Unpaid Assistant**

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

## **BOE Accepts NHS Advisor resignation**

Upon the recommendation of Supt. Brooks a motion was made by Bruce Murdock, second by Susan Repko to regretfully accept the resignation of Angela Slaterpryce as NHS Advisor for the 2023-2024 school year. The Board thanked her for her service to the National Honor Society.

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

## **BOE Appoints NHS Advisor**

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

## **BOE APPROVES TRAP TEAM**

Upon the recommendation of Supt. Brooks a motion was made by Codie Aiken, second by Bruce Murdock to approve the budget for the 2023-2023 school year. Total Expenditures will not exceed \$7340.00. Enrollment may require an additional assistant coach or Co-Coach.

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

**BOE appoints TRAP Coach**

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

**Items Declared as Salvage**

A motion was made by Bruce Murdock, second by Valerie LeBlanc to declare the tire machine and server counter unit as salvage.

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

**SAFETY PLANS APPROVED** A motion was made by Bruce Murdock, second by Jared Whitley to a approve the District Wide Safety Plan, Building Safety Plan and the Emergency Remote Instruction Plan for the 2023-2024 school year. All Board members voted Yes- 5 No-0 motion carried

**CODE REVIEW** A motion was made by Codie Aiken, second by Susan Repko to approve the Student Disciplinary Guide and the Code of Conduct for the 2023-2024 school year. All Board members voted Yes- 5 No-0 motion carried

**POLICY 1<sup>st</sup> read** The first read of the Investment Policy and the Life Threatening Conditions policy was completed.

**PUBLIC PARTICIPATION** Beth Wisser asked if the Special Education position was half time or full time for the 2023-2024 school year. Dr. Brooks responded that it would be a full time position.

**EXECUTIVE** A motion was made by Bruce Murdock, second by Codie Aiken

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 SESSION A motion was made by Bruce Murdock, second by Susan Repko to move out of executive session at 9:44 pm.  
All Board members voted Yes -5 No-0 Motion Carried

**BOE Appoint Special Education Teacher**

Upon the recommendation of Supt. Brooks a motion was made by Codie Aiken, second by Valerie LeBlanc to appoint Tabitha Gillings as a 1.0 Special Education Teacher effective September 1, 2023. Mrs. Gillings will be placed on a four year tenure track ending on June 30, 2027. Mrs. Gillings will be compensated \$57,292.00 for the 2023-2024 school year.

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

ADJOURNMENT A motion was made by Codie Aiken, second by Bruce Murdock to adjourn at 9:45 pm.  
All Board members voted Yes -5 No-0 Motion Carried

\_\_\_\_\_  
District Clerk



### **BOE Appoints Substitutes**

Upon the recommendation of Supt. Brooks, a motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to appoint Dawn Kelly as a certified teacher substitute. Ms. Kelly will be compensated \$125.00 per day 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 Marylou Shaughnessy as a certified teacher substitute. Ms. Shaughnessy will be compensated \$125.00 per day 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 Carissa Mangan as a non certified teacher aide substitute. Ms. Mangan will be compensated \$115.00 per day 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 Brianna Barrett as a teacher aide substitute. Ms. Barrett 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 Appoints Teacher Mentor**

Upon the recommendation of Supt. Brooks a motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to appoint Sarah Silvernail as a teacher mentor for the 2023-2024 school year. Mrs. Silvernail will be compensated \$1500.00.

All Board members voted Yes- No- motion carried

### **BOE approves Merger**

A motion was made by \_\_\_\_\_, second by \_\_\_\_\_ to approve the Winter Sports Merger with Newcomb Central School for the 2023-2024 season as presented

All Board members voted Yes- No- motion carried

## **Newcomb Basketball Merger Proposal**

The Newcomb Athletic Director approached the Schroon Lake Athletic Director on September 14th about merging basketball programs for the 2023-24 winter season. Newcomb has been looking for 2 years for a school to agree to merge so that their students have an opportunity to play basketball.

They have requested to merge for Girls Varsity, Boys Varsity and Boys Modified basketball. They will be able to field their own girls modified team.

This year they have 4 high school boys players, 1 high school girls player and 1 boys modified player. They will not be able to field a boy's/ girl's varsity team and boy's modified team. They anticipate being able to field their own girls teams in the near future.

The one Newcomb girls player would add to the lower number of girls that we have at the varsity level. Adding one to our girls team would not have any negative impact on our program.

Last year we were fortunate enough to have 2 modified boys teams because of our numbers. Adding the Newcomb Boys to our program would allow us to offer a JV team this year. This would benefit our modified players from last year who have aged out of modified level and aren't quite ready for varsity. It would provide them the opportunity to play meaningful minutes on a JV team and prepare them for the varsity level. Prior to the merger request we were looking at trying to field a JV team for the benefit and development of our players.

### **Numbers breakdown including the newcomb players**

#### **Boys**

Modified 12

JV12

Varsity 8

#### **Girls**

Girls Modified 10-12

Girls Varsity 8- 9

**Impact on Transportation-** There will be no additional transportation requirements outside of the normal basketball season. Our transportation needs will be the same regardless if we merge or not.

**Practices-** They will come to Schroon Lake to Practice 2-3 times a week and practice separately in Newcomb on the other days. This will have no impact on our normal practice schedule.

**Games-** Will still be played at Schroon Lake. We did offer to play a Varsity game at Newcomb.

**Coaches-** Each School will employ a coach. The Schroon Lake Coaches will be the head coaches and oversee the program.

# **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