

**SCHROON LAKE CENTRAL SCHOOL
BOARD OF EDUCATION MEETING AGENDA
THURSDAY, JUNE 27, 2024
7:00 PM SCHOOL LIBRARY**

- I. Call to order
- II. Pledge of Allegiance
- III. Approval of the Minutes of the Board Meeting
 - A. May 30,2024

Public Participation

- IV. Financial Reports
 - A. Approval of Warrant #11
 - B. Treasurer's Report/Budget Status
 - C. Extra-Curricular Report
- V. Superintendent's Report
 - A. Educational Highlight -Student Leadership
 - B. Recognize Employees
 - C. Building Update
- VI. Board Discussion and Action Items
 - A. CSE/CPSE/504 Recommendations
 - B. Approve Superintendent Salary
 - C. Approve CO SER #675 & Appoint District Treasurer
 - D. Appoint summer school teachers, drivers & cafeteria staff
 - E. Appoint Extra Curricular 2024-2025
 - F. Approve tuition paying students 2024-2025
 - G. Approve Girvin & Ferlazzo retainer agreement 2024-2025
 - H. Approve Honeywell retainer agreement 2024-2025
 - I. Approve Cooperative Purchasing Agreement
 - J. Approve Special Education School Age Summer School
 - K. Appoint elementary teachers
- VII. Public Participation
- IX.. Executive Session (if needed and called)
- X. Adjournment

DRAFT

SCHROON LAKE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
Library
May 30, 2024 @ 7:00 PM

BOARD MEMBERS PRESENT:

Bruce Murdock
Valerie LeBlanc
Codie Aiken
Susan Repko
Jared Whitley

OTHERS PRESENT:

Supt. Brooks Kemm Pemrick
Matt Curren Brett Bernhard
Melissa Whitley Lee Silvernail
Addie Phillips Morgan Keller
Navina Keller Jaylynn Strack
Mark Laplante

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.

APPROVAL
OF AGENDA

A motion was made by Bruce Murdock, second by Susan Repko to approve the agenda as presented.
All Board members voted Yes- 5 No-0 motion carried

PREVIOUS
MINUTES

A motion was made by Codie Aiken, second by Valerie LeBlanc to approve the minutes of April 25, 2024 as presented
All Board members voted Yes-5 No- 0 motion carried

PREVIOUS
MINUTES

A motion was made by Susan Repko, second by Bruce Murdock to approve the minutes of May 9, 2024 as presented
All Board members voted Yes-5 No- 0 motion carried

PREVIOUS
MINUTES

A motion was made by Valerie LeBlanc, second by Codie Aiken to approve the minutes of May 21, 2024 as presented
All Board members voted Yes-5 No- 0 motion carried

PUBLIC
PARTICIPATION

The were no concerns at this time

EDUCATIONAL
HIGHLIGHT

Mrs. Whitley shared a Power Point on the Senior trip to Bermuda. three Senior girls attended to report on what a great experience they had and they were thankful for the experience. Yearbooks were given to each Board member.

12-11-10
12-11-10

DRAFT

THE BOARD OF DIRECTORS
OF THE UNIVERSITY OF CALIFORNIA
REGULAR MEETING
November 11, 2010 at 10:00 AM

OFFICER / PRESIDENT	MEMBER	MEMBER
John L. Garman	Richard A. Shoup	Richard A. Shoup
Richard A. Shoup	John L. Garman	John L. Garman
John L. Garman	Richard A. Shoup	Richard A. Shoup
Richard A. Shoup	John L. Garman	John L. Garman
John L. Garman	Richard A. Shoup	Richard A. Shoup
Richard A. Shoup	John L. Garman	John L. Garman

The meeting will be held in the Board Room, 1100 University Avenue, Los Angeles, California 90024.

Agenda items are listed on the following page.

1. Report of the President

2. Report of the Vice President for Academic Affairs

3. Report of the Vice President for Student Affairs

4. Report of the Vice President for Financial Affairs

5. Report of the Vice President for External Affairs

6. Report of the Vice President for Information Technology

7. Report of the Vice President for Legal Affairs

8. Open House

9. Adjourn

10. Report of the Vice President for Research

11. Report of the Vice President for International Affairs

12. Report of the Vice President for Development

13. Report of the Vice President for Planning

14. Report of the Vice President for Quality Assurance

15. Report of the Vice President for Safety and Security

16. Report of the Vice President for Sustainability

17. Report of the Vice President for University Relations

- CERTIFICATION OF WARRANT** A motion was made by Bruce Murdock, second by Codie Aiken to approve Warrant #10 dated 5/13/24 as presented.
All Board Members voted Yes- 5 No-0 motion carried
- TREASURER'S REPORT** A motion was made by Susan Repko, second by Codie Aiken to accept the Treasurer's Report for dated 5/22/24 as presented.
All Board Members voted Yes-5 No- 0 motion carried.
- EXTRA CURRICULAR REPORT** A motion was made by Valerie LeBlanc, second by Bruce Murdock to accept the Extra Curricular Report dated 05/03/24.
All Board members voted Yes-5 No-0 motion carried.
- SUPT REPORT** Mrs. Pemrick shared a resolution from the Essex County Board of Supervisors congratulating the Boys Basketball team for reaching the NYS Section VII Championship game.
She also acknowledged Susan Repko, Jared Whitley and Valerie LeBlanc for achieving the next level of service through the New York State School Boards Association. Their hard work and dedication to our students is recognized and appreciated.
Mrs. Pemrick was pleased to report that through the hard work of Susan Repko and Dr. Harry Brooks, a grant in the amount of \$18,000 was secured to fund the Career Pathway program for the 2024-2025 school year
Mrs. Pemrick thanked the Adirondack Foundation Generous Gift Act for Awarding such a large grant to our school. It is greatly appreciated and will be put to good use. With the help of Dr. Brooks, three more grants will be submitted within the next few days.
The Organizational meeting will take place on Thursday July 9, 2024 at 7:00 PM in the school library.
- FINANCIAL PROJECTION PRESENTATION** Mrs. Pemrick and Mr. Curren gave a recap of the Budget information and conceptualized budgeting as a multi year process. It is important to continue to be fiscally responsible to the tax payers and reduce the Reliance of fund balance each year. Goals will include funding the Employee Reserve fund and Capital Reserve Fund. Mr, Laplante asked Several questions and appreciates the work that has gone into the budget this year.

BOE APPROVES PT CONTRACT

Upon the recommendation of Superintendent Pemrick, a motion was made by Bruce Murdock, second by Codie Aiken to approve the contract of Higgens Adventure Group as presented for the 2024-2025 school year. Mrs. Sturgis will be compensated \$100.00 per hour.

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

BOE APPROVES OT CONTRACT

Upon the recommendation of Superintendent Pemrick, a motion was made by Bruce Murdock, second by Codie Aiken to approve the contract of Katherine Kitchen Snide as presented for the 2024-2025 school year. Mrs. Snide will be compensated \$90.00 per hour.

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

BUSINESS MANAGER RESIGNATION

Upon the recommendation of Superintendent Pemrick, a motion was made by Bruce Murdock, second by Codie Aiken to regretfully accept the resignation of Matt Curren as Business Manger effective June 28, 2024.

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

President Whitley thanked him for his service to the district and wished him well in his pursuits.

BOE ACCEPT RESIGNATION

Upon the recommendation of Supt. Pemrick, a motion was made by Bruce Murdock, second by Susan Repko to accept the resignation of Stephen Gratto as substitute bus driver effective May 30, 2024.

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

SPORTS MERGER APPROVED

Upon the recommendation of Supt. Pemrick, a motion was made by Valerie LeBlanc, second by Codie Aiken to approve the soccer and basketball merger with Newcomb Central School for the 2024-2025 seasons.

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

HHN CONTRACT APPROVED

Upon the recommendation of Supt. Pemrick, a motion was made by Susan Repko, second by Codie Aiken to approve the HHHN contract as presented for the 2024-52025 school year.

HHHN will be compensate \$7622.00 for the school year

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

PUBLIC PARTICIPATION There was none at this time.

ADJOURNMENT A motion was made by Bruce Murdock, second by Codie Aiken to adjourn at 8:05 pm.
All Board members voted Yes – 5 No-0 Motion Carried

District Clerk

Committee Recommendations for Board of Education Review with Details (June 27, 2024)

Meeting	Alt ID#	Age	Grade	Committee Reason	Decision	Disability	Recommended School		
02/28/2024	40291	15:9	10	Sub CSE Annual Review	Classified	Autism	Schroon Lake Central School		
		<u>Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
		Consultant Teacher Services		09/03/2024	06/27/2025	Direct	3	6 day cycle	39 mins
		Consultant Teacher Services		09/03/2024	06/27/2025	Direct	3	6 day cycle	39 mins
		Resource Room Program		09/03/2024	06/27/2025	5:1	3	6 day cycle	39 mins

BOE Info: 2/28/24 Annual Review: Student continues to qualify

5/2/24 Amendment No meeting: Student continues to qualify

Meeting	Alt ID#	Age	Grade	Committee Reason	Decision	Disability	Recommended School		
02/28/2024	10701	9:11	05	Section 504 Annual Review	Section 504	Limited Major Life Activity	Schroon Lake Central School		
		<u>Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
		Specialized Reading		09/03/2024	06/27/2025	Small Group (5:1)	1	Daily	30 mins

BOE Info: Annual Review meeting: Student continues to qualify

Meeting	Alt ID#	Age	Grade	Committee Reason	Decision	Disability	Recommended School		
03/05/2024	40297	2:11	Preschool	CPSE Initial Eligibility Determination Meeting	Classified Preschool	Preschool Student with a Disability	Adirondack Enrichment		
		<u>Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
		Special Class in an Integrated Setting		09/05/2024	06/20/2025	8:1+1	1	Daily	2 hrs 30 mins
		Occupational Therapy		09/05/2024	06/20/2025	Individual	2	Weekly	30 mins
		Physical Therapy		09/05/2024	06/20/2025	Individual	1	Weekly	30 mins
		Speech/Language Therapy		09/05/2024	06/20/2025	Individual	2	Weekly	30 mins
		Speech/Language Therapy		09/05/2024	06/20/2025	Individual	1	Weekly	30 mins

BOE Info: Initial Eligibility Determination Meeting: Student does qualify as a Preschool Student with a Disability

Meeting	Alt ID#	Age	Grade	Committee Reason	Decision	Disability	Recommended School		
04/09/2024	10741	17:5	12	Section 504 Annual Review	Section 504	Limited Major Life Activity	Schroon Lake Central School		
		<u>Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
		Counseling		09/03/2024	06/27/2025	Individual	4	Monthly	30 mins

BOE Info: Annual Review Meeting: Student continues to qualify

<u>Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
Adapted Physical Education	09/04/2024	06/25/2025	9:1:3	3	Weekly	30 mins
Special Class	09/04/2024	06/25/2025	8:1:3	5	Weekly	6 hrs
Occupational Therapy	09/04/2024	06/25/2025	Individual	2	Weekly	30 mins
OT/PT Co-Treat	09/04/2024	06/25/2025	Individual	2	Weekly	30 mins
Parent Counseling and Training	09/04/2024	06/25/2025	Small Group (5:1)	1	Quarterly	30 mins
Physical Therapy	09/04/2024	06/25/2025	Individual	1	Weekly	30 mins
Speech/Language Therapy	09/04/2024	06/25/2025	Individual	3	Weekly	30 mins
Teacher of the Visually Impaired	09/04/2024	06/25/2025	Individual	1	Weekly	30 mins
Vocational Counseling	09/04/2024	06/25/2025	Small Group (3:1)	2	Weekly	45 mins
Adapted Physical Education	07/08/2024	08/16/2024	9:1:3	3	Weekly	30 mins
Special Class	07/08/2024	08/16/2024	8:1:3	5	Weekly	6 hrs
Occupational Therapy	07/08/2024	08/16/2024	Individual	2	Weekly	30 mins
OT/PT Co-Treat	07/08/2024	08/16/2024	Individual	2	Weekly	30 mins
Physical Therapy	07/08/2024	08/16/2024	Individual	1	Weekly	30 mins
Speech/Language Therapy	07/08/2024	08/16/2024	Individual	3	Weekly	30 mins
Teacher of the Visually Impaired	07/08/2024	08/16/2024	Individual	1	Weekly	30 mins

BOE Info: Annual Review Meeting: Student continues to qualify

04/10/2024 40271 4:10 Kdg. CSE Initial Eligibility Determination Meeting Classified Orthopedic Impairment Schroon Lake Central School

<u>Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
Occupational Therapy	09/03/2024	06/27/2025	Individual	4	Monthly	30 mins
Occupational Therapy	09/03/2024	06/27/2025	Small Group	4	Monthly	30 mins
Physical Therapy	09/03/2024	06/27/2025	Individual	4	Monthly	30 mins
Speech/Language Therapy	09/03/2024	06/27/2025	Small Group	3	Monthly	30 mins

BOE Info: Initial Eligibility Determination Meeting: Student does qualify

04/10/2024 40229 4:8 Preschool CPSE Requested Review CPSE to CSE Transition Classified Preschool Preschool Student with a Disability Schroon Lake Central School

<u>Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
Speech/Language Therapy	07/08/2024	08/16/2024	Individual	1	Weekly	45 mins

05/08/2024 40174 7:11 03 Sub CSE Annual Review Classified Speech or Language Impairment Schroon Lake Central School

<u>Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
Occupational Therapy	09/03/2024	06/27/2025	Individual	4	Monthly	30 mins
Physical Therapy	09/03/2024	06/27/2025	Individual	4	Monthly	30 mins
Speech/Language Therapy	09/03/2024	06/27/2025	Small Group	4	Monthly	30 mins
Speech/Language Therapy	09/03/2024	06/27/2025	Individual	3	Monthly	30 mins

BOE Info: Annual Review Meeting; Student continues to qualify

05/21/2024 10736 9:2 04 Sub CSE Annual Review Classified Other Health Impairment Schroon Lake Central School

<u>Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
Special Class	09/03/2024	06/27/2025	15:1+1	2	Daily	39 mins
Special Class	09/03/2024	06/27/2025	15:1+1	1	Daily	39 mins
Occupational Therapy	09/03/2024	06/27/2025	Small Group	4	Monthly	30 mins
Occupational Therapy	09/03/2024	06/27/2025	Individual	4	Monthly	30 mins
Speech/Language Therapy	09/03/2024	06/27/2025	Small Group	7	Monthly	30 mins

BOE Info: Annual Review Meeting; Student continues to qualify

05/21/2024 10702 10:1 05 Sub CSE Annual Review Classified Learning Disability Schroon Lake Central School

<u>Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
Special Class	09/03/2024	06/27/2025	15:1+1	1	Daily	39 mins
Special Class	09/03/2024	06/27/2025	15:1+1	1	Daily	39 mins

BOE Info: Annual Review meeting; Student continues to qualify

05/22/2024 40238 17:2 11 CSE Annual Review Classified Multiple Disabilities BOCES CVES Mineville

<u>Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>
Special Class	09/03/2024	06/27/2025	8:1+2	1	Daily	5 hrs 30 mins
Psychological Counseling Services	09/03/2024	06/27/2025	Small Group	1	Weekly	30 mins
Psychological Counseling Services	09/03/2024	06/27/2025	Individual	1	Weekly	30 mins
Skilled Nursing Services	09/03/2024	06/27/2025	Individual	1	Daily	15 mins

Special Class	07/08/2024	08/16/2024	8:1:2	1	Daily	5 hrs
Psychological Counseling Services	07/08/2024	08/16/2024	Small Group (5:1)	1	Weekly	30 mins
Psychological Counseling Services	07/08/2024	08/16/2024	Individual	1	Weekly	30 mins
Skilled Nursing Services	07/08/2024	08/16/2024	Individual	1	Daily	15 mins

BOE Info: Annual Review Meeting: Student continues to qualify

05/29/2024	10610	10:11	06	Sub CSE	Annual Review	Classified	Learning Disability	Schroon Lake Central School
<u>Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>	
Resource Room Program		09/03/2024	06/27/2025	5:1	5	Weekly	39 mins	

BOE Info: Annual Review Meeting: Student continues to qualify

05/29/2024	10758	9:7	04	Section 504	Annual Review	Section 504	Limited Major Life Activity	Schroon Lake Central School
<u>Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>	
Speech/Language Therapy		09/03/2024	06/27/2025	Small Group	3	Monthly	30 mins	

BOE Info: Annual Review Meeting: Student continues to qualify

05/29/2024	10708	9:11	05	Sub CSE	Annual Review	Classified	Learning Disability	Schroon Lake Central School
<u>Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>	
Special Class		09/03/2024	06/27/2025	15:1+1	1	Daily	39 mins	
Special Class		09/03/2024	06/27/2025	15:1+1	1	Daily	39 mins	
Occupational Therapy		09/03/2024	06/27/2025	Individual	4	Monthly	30 mins	
Occupational Therapy		09/03/2024	06/27/2025	Small Group	4	Quarterly	30 mins	
Speech/Language Therapy		09/03/2024	06/27/2025	Individual	3	Monthly	30 mins	

BOE Info: Annual Review Meeting: Student continues to qualify

06/12/2024	10551	11:11	07	Section 504	Annual Review	Section 504	Limited Major Life Activity	Schroon Lake Central School
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BOE Info: Annual Review Meeting: Student does qualify

06/13/2024	10573	11:10	07	Sub CSE	Annual Review	Classified	Other Health Impairment	Schroon Lake Central School
<u>Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Freq.</u>	<u>Period</u>	<u>Duration</u>	

Consultant Teacher Services	09/03/2024	06/27/2025	Direct	3	Weekly	39 mins
Resource Room Program	09/03/2024	06/27/2025	5:1	3	Weekly	39 mins
Psychological Counseling Services	09/03/2024	06/27/2025	Small Group	4	Monthly	30 mins

BOE Info: Annual Review: Student continues to qualify

School District Legal Counsel Agreement

This agreement is made and entered into this ____ day of _____, 2024, by and between the **SCHROON LAKE CENTRAL SCHOOL DISTRICT** with its offices located at North Main Street, Schroon Lake, NY 12870 hereinafter referred to as the “**DISTRICT**,” and **GIRVIN & FERLAZZO P.C.**, with its offices located at 20 Corporate Woods Blvd, Albany, New York 12211, hereinafter referred to as the “**FIRM**”.

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

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

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

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

- Services will be billed at the attorney hourly rate of \$200.00 and paralegal/para-professional hourly rate of \$100.00 for all general labor and education law services except for special education, construction matters, litigation and hearings.
- Legal services for special education, litigation and hearings will be billed at the litigation attorney hourly rate of \$220.00 and paralegal/para-professional hourly rate of \$100.00. “Litigation” refers to matters under the jurisdiction of the state and federal courts and/or agencies. “Hearings” are defined as any proceeding in which witnesses will be called, sworn, examined, and cross examined before an independent finder of fact who will decide or recommend the outcome of the case.
- Construction matters will be billed at \$225.00 per hour.
- Other Billable/Reimbursable items:

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

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

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

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

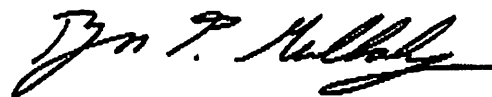
7. All records generated by the Firm as a result of rendering services under this agreement shall be the property of the District and maintained in District files. The firm may maintain duplicate records for its purpose consistent with confidentiality requirements.

8. The term of this Agreement shall be from July 1, 2024, through June 30, 2025. The District may, in its sole discretion, for any reason, terminate this Agreement earlier than June 30, 2025, upon thirty (30) days' written notice from the District to the Firm, subject only to payment of earned fees, including a pro rata determination of the paid retainer, and disbursements as of the date of termination. The Firm shall also have the right to terminate this Agreement upon thirty (30) days written notice.

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

SCHROON LAKE CENTRAL SCHOOL DISTRICT

GIRVIN & FERLAZZO, P.C.



By: _____
Superintendent of Schools

By: _____
Ryan P. Mullahy, Esq.



HONEYWELL
LAW FIRM PLLC

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WWW.HONEYWELLLAWFIRM.COM

Douglas E. Gerhardt
Partner/Shareholder

dgerhardt@honeywelllawfirm.com

May 22, 2024

Ms. Kemm Pemrick
Superintendent of Schools
Schroon Lake Central School District
P.O. Box 338 1125 U.S. Route 9
Schroon Lake, NY 12870

Re: ***Letter of Engagement and Retainer***

Dear Ms. Pemrick,

As your organization meeting approaches, we are submitting a proposed engagement for the 2024-2025 school year. It is our honor and pleasure to continue to work with the Schroon Lake Central School District and its students. We understand the trying times all our clients have been working through this past year and before that. We hope you have found our advice, communications, and counsel helpful. We remain committed to quickly and responsively meeting your legal needs.

Enclosed please find an original engagement letter effective July 1, 2024, for the 2024-2025 school year. You will note that there is no change in the fee structure or scope of the retainer.

If the enclosed meets your approval, please return a signed copy at your earliest convenience after it has been approved by the Board of Education.

As always, should you have any questions, please feel free to contact me. It has been and is an honor for us to serve as counsel for your school district.

Very Truly Yours,

HONEYWELL LAW FIRM, PLLC

By:

Douglas E. Gerhardt, Esq.

DEG/arg
Encls.

School District Legal Counsel Agreement

Made and entered into this ___ day of _____, 2024, by and between the **SCHROON LAKE CENTRAL SCHOOL DISTRICT** with its offices located at 1125 US Route 9 Schroon Lake, New York 12870 hereinafter referred to as the “**DISTRICT**,” and **HONEYWELL LAW FIRM, PLLC**, with its offices located at 187 Wolf Road, Suite 202, Albany, New York 12205, hereinafter referred to as the “**FIRM**”.

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

1. Scope of Services

The FIRM will provide the DISTRICT legal services on the following basis:

- a. A legal services including the following:
 - i. Routine legal advice and counsel by telephone, in writing, or in person as requested by the Board of Education or Superintendent of Schools (or designee) in relation to DISTRICT matters, including any supporting research.
 - ii. Attendance at occasional Board of Education meetings as requested to discuss specific topics.
 - iii. Legal advice and counsel including the drafting of charges and routine issues involved in the discipline of students, including Education Law §3214 hearings.
 - iv. Review, negotiation and drafting contract documents and other legal agreements between the DISTRICT and individuals, organizations, or agencies.
 - v. Routine review, draft and advise on existing, new, and amended policies.
 - vi. Drafting resolutions of the Board of Education as requested.
 - vii. Legal advice and counsel concerning employee disciplinary matters, including preparation of grievance responses, investigations, arbitrations, and proceedings pursuant to Civil Service Law § 75 and Education Law § 3020-a.
 - viii. Legal advice and review of agreements relating to capital projects, bid issues, and any other legal matters, other than municipal financing,

- concerning capital/construction projects.
- ix. Routine review, monitoring and representation in tax certiorari proceedings as directed by the DISTRICT.
 - x. Preparation/review of legal notices, legal advice, and counsel in connection with DISTRICT elections, and annual and special meetings.
 - xi. Cooperation with the DISTRICT Insurance Carrier and oversight of assigned outside counsel.
 - xii. Advice, counsel and representation in regard to Special Education matters as such may from time to time arise.
 - xiii. Any other legal matters which may be requested by the Superintendent of Schools or Board of Education.

2. Fees

In consideration of the foregoing, the DISTRICT hereby agrees to compensate the FIRM as follows:

- a. An hourly rate of \$210.00 per hour for legal services as outlined above and billed on a monthly basis over the course of the school year (e.g., July 1st to June 30th).
- b. Legal services for all work related to capital/construction projects, litigation and hearings will be billed separately at the FIRM's current hourly rate of \$210.00. "Litigation" refers to matters under the jurisdiction of the state and federal courts. "Hearings" are defined as any proceeding in which witnesses will be called, sworn, examined, and cross-examined before a finder of fact who will decide the outcome of the case (e.g., Education Law §3020-a hearings, Civil Service Law §75 hearings, and Superintendent's Hearings).
- c. Expenses - Only significant costs or expenses which are incurred by the FIRM on behalf of the DISTRICT will be billed to the DISTRICT. Such costs are large photocopying projects, large postage fees, stenographic reporters' fees, witness fees, court costs, travel related.

3. Attorneys

The DISTRICT will have access to all attorneys and professional staff employed by the FIRM. The attorneys assigned as the District's primary attorney contacts shall be Douglas E. Gerhardt though you are hiring the complete firm so others, including Jeffrey D. Honeywell, Esq., Paul M. Aloy, Esq., and/or Christopher J. Honeywell, Esq. may from time to time be called upon to assist with matters as they may arise.

4. Term of Agreement

The term of this Agreement shall commence July 1, 2024, through June 30, 2025. The DISTRICT may, in its sole discretion, for any reason, terminate this Agreement earlier than June 30, 2025, upon thirty (30) days' written notice from the DISTRICT to the FIRM, subject only to payment of earned fees, including a pro rata determination of the paid retainer, and disbursements as of the date of termination. The FIRM shall also have the right to terminate this Agreement upon thirty (30) days written notice. In the absence of termination by the District, this Agreement will be deemed to continue beyond June 30, 2025.

5. Billing

The FIRM will send a monthly statement every thirty (30) days itemizing the legal services provided, the attorney performing such services, the hourly rate applied, the total attorney's fees incurred for that period, the amount of any costs and disbursements incurred for that period, and the total balance due. Payment is expected within thirty days of the date of the bill.

6. Fee Dispute

In the event of a dispute regarding fees, the DISTRICT may have the right to arbitrate the dispute pursuant to Part 137 of the Rules of the Chief Administrator. The FIRM would be happy to provide the DISTRICT with a copy of those rules at the DISTRICT's request.

7. Document Retention

Under the FIRM's document retention policy, we normally destroy files seven (7) years after a matter is closed, unless other arrangements are made with the client. Copies of all legal documents, correspondence, and most other documents will be provided to the DISTRICT throughout our representation of the DISTRICT. Copies of these documents should be retained for the DISTRICT'S records.

8. Preservation of Evidence

For litigated matters, the DISTRICT is required by law to preserve any evidence that may be relevant to the claim. This includes business records, correspondence, e-mail or other messages, photographs or video, or other physical evidence.

9. Client Confidentiality

The FIRM will protect the DISTRICT'S confidential information as required by law. Please use special care when communicating with the FIRM so as to preserve the confidentiality of attorney-client communications.

10. Entire Agreement

This Engagement Letter constitutes the entire agreement between the FIRM and the DISTRICT as to the Matter and may be changed only by a written document, signed by both parties.

11. Governing Law


Any dispute arising under this Engagement Letter shall be governed by the laws of the State of New York. The DISTRICT consents to the personal and subject matter jurisdiction of the Supreme Court of the State of New York to resolve any such disputes.

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

**SCHROON LAKE CENTRAL SCHOOL
DISTRICT**

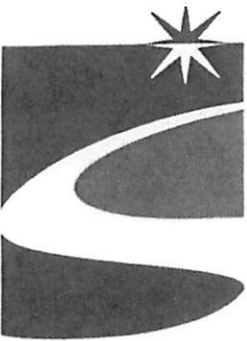
HONEYWELL LAW FIRM, PLLC

By: _____
President, Board of Education

By: 
Douglas E. Gerhardt, Esq.
Partner/Shareholder

Dated: _____

Dated: 05/22/2024



**St. Lawrence-Lewis
BOCES**

*Building Futures *
Creating Meaningful Lives*

Board of Cooperative Educational Services

**Thomas R. Burns
District Superintendent
Executive Officer**

Cooperative Purchasing

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

**Darlene Bessette
Supervisor of Purchasing Services**

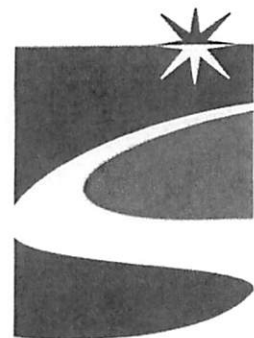
To: Superintendents and Business Officials
From: Darlene Bessette, Supervisor of Purchasing Services
Re: Annual Board Resolution for Participation in Cooperative Purchasing
Date: June 6, 2024

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

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

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

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



**St. Lawrence-Lewis
BOCES**

*Building Futures *
Creating Meaningful Lives*

Board of Cooperative Educational Services

**Thomas R. Burns
District Superintendent
Executive Officer**

Cooperative Purchasing

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

**Darlene Bessette
Supervisor of Purchasing Services**

**St. Lawrence/Lewis BOCES
Cooperative Purchasing Agreement**

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

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



**St. Lawrence-Lewis
BOCES**

*Building Futures *
Creating Meaningful Lives*

Board of Cooperative Educational Services

**Thomas R. Burns
District Superintendent
Executive Officer**

Cooperative Purchasing

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

**Darlene Bessette
Supervisor of Purchasing Services**

Resolution of Board of Education

Be it resolved that the _____ School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the **2024/2025** school year.

Certification of Board Clerk

I, _____, district clerk of the _____ Board of Education, hereby certify that the above resolution was adopted by the required majority vote of the board of education at its meeting held on the ____ day of _____, 2024.

Date

Signature of District Clerk



Champlain Valley Educational Services


Clinton - Essex - Warren - Washington BOCES
P.O. Box 455, Plattsburgh, NY 12901

Mark C. Davey, Ed.D.
District Superintendent/Chief Executive Office

davey_mark@cves.or
518-561-0100 ext. 2
FAX 518-562-147

CVES MISSION

Champlain Valley Educational Services is committed to being a valued and trusted partner by supporting students, schools, and communities to excel through high-quality education, training, and shared service

To: Chief School Officers
From: Mark C. Davey, Ed.D. 
District Superintendent
Date: June 13, 2024
Re: **Special Education School-Age Summer School 2025 Reminder**

Thank you for your cooperation and understanding pertaining to Special Education School-Age Summer School. The CEWW Board of Cooperative Educational Services passed the following resolution at their April 5, 2023 meeting which allows BOCES to provide Special Education School-Age Summer School for 2024:

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

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

WHEREAS, the CEWW BOCES has received written notification from the following school districts indicating their commitment to participate in the 2024 Special Education School-Age Summer School and to pay the actual costs of operating the 2024 summer program, notwithstanding State Education Department tuition rates: AuSable Valley, Beekmantown, Boquet Valley, Chazy Central Rural School, Crown Point, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Saranac, Schroon Lake, Ticonderoga, Willsboro;

IT IS THEREFORE RESOLVED, that after diligently analyzing written notices provided by component Districts via Board Resolution, committing to pay the actual costs of operating the 2024 summer program, notwithstanding State Education Department tuition rates, the CEWW Board of Cooperative Educational Services authorizes the CEWW BOCES Special Education Director to provide 2024 Special Education School-Age Summer School.

RESOLUTION
(District to Participate in BOCES Summer School 2025)

WHEREAS, the _____ 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 _____ 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 _____ District intends to participate in the 2025 Special Education School-Age Summer School, and agrees to pay the actual CEWW BOCES costs for the 2025 summer school; and

BE IT FURTHER RESOLVED, that no later than August 1, 2024, 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 2025 Special Education School-Age Summer School. A copy of this adopted resolution is to be provided to the CEWW BOCES and its District Superintendent.

June 13, 2024

The CEWW BOCES Board also passed the following resolution regarding Special Education School-Age Summer School for 2025. The resolution entails that "if component districts commit by board resolution to pay the actual costs of operating the 2025 summer program, notwithstanding State Education Department tuition rates, as indicated by written notice from those Districts, no later than August 1, 2024; CEWW BOCES will diligently analyze its ability to provide services in summer 2025, based in part on the number of component participants and students".

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

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

IT IS THEREFORE RESOLVED, that if component Districts commit by Board Resolution to pay the actual costs of operating the 2025 summer program, not-withstanding State Education Department tuition rates, as indicated by written notice from those Districts, no later than August 1, 2024; CEWW BOCES will diligently analyze its ability to provide services in summer 2025, based in part, on the number of component participants and students; and

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

Please consider passing the attached resolution at your reorganizational meeting in July 2024 to participate in CEWW BOCES 2025 Special Education School-Age Summer School.

Thank you once again.

MCD:ks

BOE APPROVES BOCES CO-SER

Upon the recommendation of Supt. Pemrick, a motion was made by _____, second by _____ to approve the BOCES Central Business Office CO-SER effective July 1, 2024. All Board members voted Yes- No- motion carried

BOE APPOINTS TREASURER

Upon the recommendation of Supt. Pemrick, a motion was made by _____, second by _____ to appoint Hayden Reidy as the District Treasurer for the 2024-2025 school year. 2024. All Board members voted Yes- No- motion carried

BOE APPOINTS SUMMER SCHOOL PERSONNEL

Upon the recommendation of Supt. Pemrick, a motion was made by _____, second by _____ to appoint the following for the summer school program.

Teachers: Alyssa Kramer, Tabitha Gillings, Sarah Silvernail, Laura Corey & Beth Root

Teaching Assistant: Melissa Whitley

Bus Drivers: Jim Bellot, Darrell Clark & Tracy Whittey

Bus Aide: Margaret Horey

Cafeteria staff- Lisa Welch

All Board members voted Yes- No- motion carried

Extra Curricular Appointments 2023-2024

Varsity Girls Soccer	\$3246	Natalie Cutting
Varsity Boys Soccer	\$3246	Lyle Hartwell
Modified Girls Soccer	\$1787	Amber Mieras
Modified Boys Soccer	\$1787	Lance Paradis
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	\$2595	Melissa Whitley Rebecca Hartwell
Extra Curricular Treasurer	\$2445	Beth Root
NHS Advisor	\$902	Danielle Bonanno
Student Council	\$1849	Anita Masiello
Musical Director	\$3295	Wendy Sargent
Costumes	\$965	Wendy Sargent
Accompanist	\$1072	Mike Tracy
Scenery Design	\$965	Laura Corey

Choreographer	\$438	Suzanne Hurtado
SADD	\$520	Laura Corey
Winter Coaching Appointments		
Boys Varsity Basketball	\$5771.00	Lee Silvernail
Boys Modified Basketball	\$3760.00	
Girls Varsity Basketball	\$5771.00	Jeff Cutting
Girls Modified Basketball	\$3760.00	
Cheerleading Coach	\$3055.00	Laura Corey
(to be shared equally)		Cassidy Christian
TimeKeeper	\$1735.00	
Archery	\$3246	
Spring Coaching Appointments		
Boys Varsity Baseball	\$3893	
Boys Modified Baseball	\$2235	Lance Paradis
Girls Varsity Softball	\$3893	Jeff Cutting
Girls Modified Softball	\$2235	
Flag Football	\$2191	Lee Silvernail
Unpaid assistant		Melissa Whitley
Sound & Lighting Tech	\$804	Melissa Whitley
(to be shared equally)		Justin Kirchberger

Tuition Paying students 2024-2025

Continuing

Layla Leavens	11	Ticonderoga
Kambyr Brady	8	North Warren
Rosalyn Fountain	10	Minerva

NEW Students 2024-2025

Adeline Burtis	3	North Warren
Judah Burtis	Pre K	North warren
Riley Bush	7	Newcomb
Taylor Bush	9	Newcomb

Students of Employees

AJ Masiello	10	North Warren
Cooper Hill	7	Minerva2622

Graduated Students

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



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

Ryan P. Mullahy
Shareholder
rpm@girvinlaw.com

May 29, 2024

Kemm Pemrick, Superintendent
Schroon Lake Central School District
1125 US Route 9
Schroon Lake, NY 12870

RE: **Fee Agreement for the 2024-2025 School Year**

Dear Superintendent Pemrick:

Enclosed please find our retainer agreement for the 2024-2025 School Year. In light of the increase in prices all around us, we were forced to raise our rates slightly this year.

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

Very truly yours,

GIRVIN & FERLAZZO, P.C.

By:

Ryan P. Mullahy, Esq.

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

STATEMENT OF CLIENT'S RIGHTS

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

BOE Appoints Elementary Teachers

Upon the recommendation of Supt. Pemrick, a motion was made by _____, second by _____ to appoint Joseph LaPeter as a 1.0 Elementary teacher effective September 3, 2024. This position carries a four year probationary period in the Elementary Education tenure area, to expire on September 3, 2028. Mr. LaPeter will be compensated Bachelors Step 1 \$49,342.00 as negotiated in the current SLTA contract

All Board members voted Yes- No- motion carried

Upon the recommendation of Supt. Pemrick, a motion was made by _____, second by _____ to appoint Abigail Mero as a 1.0 Elementary teacher effective September 3, 2024. This position carries a four year probationary period in the Elementary Education tenure area, to expire on September 3, 2028. Ms. Mero will be compensated Bachelors Step 1 +30 \$52,234.00 as negotiated in the current SLTA contract.

All Board members voted Yes- No- motion carried