



BOARD OF EDUCATION MEETING AGENDA

Thursday, April 11, 2024

5:30 p.m.~District Office

I. PRELIMINARY:

AMENDED

- A. Call meeting to order.
- B. Pledge of Allegiance.
- C. Approve minutes of the following meetings:
 - ◆ March 18, 2024- Regular Board Meeting

II. DISCUSSION ITEMS:

- A. Superintendent's Report.
- B. 2024-2025 Budget Review
- C. Non-Resident Tuition Rates for the 2024-2025 School year.

III. COMMUNICATIONS:

- A. Individuals wishing to address the Board.

IV. CONSENT ITEMS:

- A. Budgetary Transfer Report: **March 2024**
- B. Independent Claims Auditor Report: **February 2024**
- C. Student Activities Quarterly Report: **January 01- March 31, 2024.**

V. ACTION ITEMS:

- A. Board resolution to adopt the School Budget in the amount of \$43,149,471.
- B. Board resolution to adopt the 2024-2025 Property Tax Report Card as per attached.
- C. Board resolution to set the tuition rates for Non-Resident students for the 2024-2025 school year in the following amounts:

Grade:	Amount:
K-6	<u>\$ 3,456</u>
7-12	<u>\$ 4,033</u>

- D. Board resolution to accept a letter of resignation for the purpose of retirement from Shannon Hesseltine from her Social Studies Teacher position effective July 08, 2024.
- E. Board resolution to accept a letter of resignation for the purpose of retirement from April Staley from her School Bus Driver position effective May 17, 2024.

- F. Board resolution to accept a letter of resignation from Victoria Duval from her Social Worker position effective April 19, 2024.
- G. Board resolution to grant Adriann Peebles a paid/unpaid leave of absence for 6-8 weeks commencing on or around April 23, 2024.
- H. Board resolution to approve the Transportation requests from Parochial Schools for the 2024-2025 school year.
- I. Board resolution to rescind the March 18, 2024 approval of the proposal for Contract #OD 387-23 Saranac CSD - Elementary School – (2) Emergency Chimney Repair Project from A.W. Farrell & Son Roofing to provide labor and material to perform the scope of work in an amount not to exceed \$192,000 and approve the proposal for Contract #OD 387-23 Saranac CSD - Elementary School – (2) Emergency Chimney Repair Project from A.W. Farrell & Son Roofing to provide labor and material to perform the scope of work in an amount not to exceed \$192,777.00
- J. Board resolution to appoint the following individuals as temporary, on-call emergency conditional basis staff. These individuals have received fingerprint clearance, and the appointments are effective the first day of employment:

- Brent Bushey -Non-Teaching
- Shannon Hesseltnine -Teaching
- Halie McCormick -Teaching

- K. Board resolution to approve the following Budget Transfer. This is for Day Automation to add panic panels and panic buttons for emergency dial out and notification in each building.

<u>From:</u>	<u>To:</u>	<u>Amount:</u>
A2250-472-10-2000 Tuition – Other	A1621-400-10-3000 Contractual	\$62,000

- L. Board resolution to grant Jeanna Manning a paid/unpaid leave of absence commencing on or around April 15, 2024, for 6-12 weeks.
- M. Board resolution to appoint Susan Larson to the position of Food Service Helper with hours not to exceed 4 per day, retroactive to March 25, 2024, at an hourly rate of \$15.43, Step 1 of the current salary schedule and with a 52-week probationary period.
- N. Board resolution to appoint Misty Davidson to the position of Teacher Aide/ Student Aide with hours not to exceed 5.75 per day, retroactive to March 27, 2024, at an hourly rate of \$15.43, Step 1 of the current salary schedule and with a 52-week probationary period.
- O. Board resolution to appoint Hunter Donaldson to the position of Teacher Aide/ Student Aide with hours not to exceed 6.5 per day, retroactive to April 09, 2024, at an hourly rate of \$15.43, Step 1 of the current salary schedule and with a 52-week probationary period.
- P. Board resolution to grant Jamie Myers a paid/unpaid leave of absence for 6-8 weeks commencing on or around September 03, 2024.
- Q. Board resolution to approve the CSE, CPSE, and/or 504 recommendations for this current year and next year of March 1,7-8,14-15,19-21, 26, 2024.

- R. Board resolution to accept a letter of resignation from Jessica Favaro from her Account Clerk Typist position effective April 11, 2024.
- S. Board resolution to accept a letter of resignation from Julie Nelson from her School Bus Monitor position effective June 30, 2024.
- T. Board resolution to increase the hours for Julie Nelson in her Teacher Aide/ Student Aide position from 5.25 to 5.75 per day, effective September 01, 2024.

VI. EXECUTIVE:

- A. To discuss the employment of a particular person(s).

VII. ADJOURNMENT

UPCOMING EVENTS

<p>April 18, 2024 May 2, 2024 May 2, 2024 May 3, 2024 May 14, 2024 May 21, 2024 May 21, 2024</p>	<p>5:30 p.m. 6:00 p.m. 5:30 p.m. 12-8 p.m. 7:30 p.m.</p>	<p>Board of Education Meeting Clinton County School Board Assoc. Top 10% Superintendent's Day <i>No School</i> Board of Education Meeting School Budget Vote Board of Education Meeting</p>
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Saranac Central School District

Guidelines for Public Input During Board of Education Meetings

The purpose of Board of Education meetings is for the Board members to conduct the business of the school district.

A portion of Board of Education meetings is designated for individuals wishing to address the Board (Board of Education Policy 1230) and the procedures below are to be followed during this portion:

- An individual may speak when recognized by the Board President or her/his designee.
- Individuals will identify themselves by name and will direct their comments to the Board.
- The length of an individual's comments will be limited to five minutes.
- Materials accompanying an individual's comment should be given to the District Clerk before the beginning of the meeting.
- Questions from individuals addressing the Board will be taken into consideration and referred to the Superintendent of School for appropriate action.
- Discussions regarding individual personnel or students will not be permitted.
- All speakers are to conduct themselves in a civil manner.
- Groups wishing to address the Board shall appoint a single spokesperson.

Property Tax Report Card
091402 - SARANAC CSD

2023-2024 - Page 1
Official - as of 04/10/2024 01:59 PM

****Please use Chrome or Firefox browsers when entering the Business Portal to complete the PTRC. Internet Explorer is NOT recommended.****

Note: Some data elements of the Property Tax Report Card have been revised or renamed to more closely follow the Property Tax Cap calculations districts complete on the Office of the State Comptroller website. Please see the Help text above for definitions. Additional guidance on the Property Tax Levy Limit is available on the Office of Educational Management Services website:
<http://www.p12.nysed.gov/mgt/ser/propertytax/taxcap/>.

Please also submit an electronic version (PDF or Word) of your school district's 2024-25 Budget Notice to: emscmgt@nysed.gov. This will enable us to help correct any formula or data entry discrepancy quickly.

Notice: The Enacted Budget allows school districts to establish a reserve fund for NYS Teachers' Retirement System Contributions, effective immediately. This reserve, if applicable, should be reported in the Schedule of Reserves under 'Other Reserve' and with a description that says: "To fund employer retirement contributions to the New York State Teachers' Retirement System (TRS.)"

Form Due - April 29, 2024

Form Preparer Name:
Preparer's Telephone Number:

DANIELLE MCAFEE
518-565-5612

Shaded Fields Will Calculate	Budgeted 2023-24 (A)	Proposed Budget 2024-25 (B)	Percent Change (C)
Total Budgeted Amount, not including Separate Propositions	40,416,336	43,149,471	6.76 %
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	15,108,866	15,506,450	
B. Tax Levy to Support Library Debt, if Applicable	0	0	
C. Tax Levy for Non-Excludable Propositions, if Applicable ²	0	0	
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable	0	0	
E. Total Proposed School Year Tax Levy (A+B+C-D)	15,108,866	15,506,450	2.63 %
F. Permissible Exclusions to the School Tax Levy Limit	295,737	287,640	
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	14,868,641	15,218,810	
H. Total Proposed Tax Levy for School Purposes, <u>Excluding</u> Permissible Exclusions and Levy for Library Debt, Plus Prior Year Tax Cap Reserve (E-B-F+D)	14,813,129	15,218,810	
I. Difference: (G-H);(negative value requires 60.0% voter approval) ²	55,512	0	
Public School Enrollment	1,467	1,470	0.20 %
Consumer Price Index			4.12 %

¹ Include any prior year reserve for excess tax levy, including interest.

² Tax levy associated with educational or transportation services propositions are not eligible for exclusion under the School Tax Levy Limit and may affect voter approval requirements.

³ For 2024-25, includes any carryover from 2023-24 and excludes any tax levy for library debt or prior year reserve for

excess tax levy, including interest.

	Actual 2023-24 (D)	Estimated 2024-25 (E)
Adjusted Restricted Fund Balance	3,377,819	3,405,402
Assigned Appropriated Fund Balance	2,591,874	2,258,014
Adjusted Unrestricted Fund Balance	7,694,322	8,230,503
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	19.04 %	19.07 %

Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description *	3/31/24 Actual Balance	6/30/24 Estimated Ending Balance	Intended Use of the Reserve in the 2024-25 School Year (Limit 200 Characters)**
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Note: Be sure to click on the Save button at the bottom after each additional Reserve you add under Capital, Property Loss, Liability, or Other Reserve.

Capital	CAPITAL RESERVE - BUSES	For the cost of any object or purpose for which bonds may be issued.	427,042	428,369	The District plans to use \$160,000 in the 2024-25 school year towards the purchase of buses.
Repair		For the cost of repairs to capital improvements or equipment.			
Workers Compensation	WORKERS COMP RESERVE	For self-insured Workers Compensation and benefits.	162,759	163,459	No planned usage.
Unemployment Insurance	RESERVE FOR UNEMPLOYMENT	For reimbursement to the State Unemployment Insurance Fund.	204,947	205,583	No planned usage.
Reserve for Tax Reduction	RESERVE FOR TAX REDUCTION	For the gradual use of the proceeds of the sale of school district real property.	142,991	143,591	The District plans to use this reserve, in full, in the 2024-25 school year to reduce taxes.
Mandatory Reserve for Debt Service		For proceeds from the sale of district capital assets or improvement, restricted to debt service.			
Insurance		For liability, casualty, and other types of uninsured losses.			
Property Loss + (add)		To cover property loss.			

4/10/24, 1:59 PM

New York State Education Department State Aid Management System (SAMS)

Liability		To cover incurred liability claims.	<input type="text"/>	<input type="text"/>	
Tax Certiorari		For tax certiorari settlements.	<input type="text"/>	<input type="text"/>	
Reserve for Insurance Recoveries		For unexpended proceeds of insurance recoveries at fiscal year end.	<input type="text"/>	<input type="text"/>	
Employee Benefit Accrued Liability		For accrued 'employee benefits' due to employees upon termination of service.	<input type="text"/>	<input type="text"/>	
Retirement Contribution	RESERVE FOR RETIREMENT	For employer retirement contributions to the State and Local Employees' Retirement System.	1,178,323	1,198,400	No planned usage
Reserve for Uncollected Taxes		For unpaid taxes due certain city school districts not reimbursed by their city/county until the following fiscal year.	<input type="text"/>	<input type="text"/>	
Single Other Reserve	RESERVE FOR RETIREMENT-TRS	For employer contributions to the Teachers Retirement System	1,246,957	1,266,000	No planned usage

*** NYSED Reserve Guidance:**

http://www.p12.nysed.gov/mgtserv/accounting/docs/reserve_funds.pdf

OSC Reserve Guidance: <http://osc.state.ny.us/localgov/pubs/listacctg.htm#reservefunds>

****Provide a brief, but specific, statement of the planned use and appropriation for the reserve in SY 2024-25. Mention any capital expenditures that will need to be voted upon in the upcoming Budget Vote.**

Save	Reset	Save & Ready
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