



# **BOARD OF EDUCATION MEETING AGENDA**

**Monday, February 12, 2024**

**5:30 p.m.~District Office  
After the Audit Committee Meeting**

## **I. PRELIMINARY:**

***Amended***

- A. Call meeting to order.
- B. Pledge of Allegiance.
- C. Approve minutes of the following meetings:
  - ◆ January 16, 2024- Regular Board Meeting
- D. Approve Addendum and Amended Agenda.

## **II. DISCUSSION ITEMS:**

- A. Superintendent's Report.
- B. Office of the State Comptroller (OSC) Audit Reports- Audit Committee (Tracy, Dan & Norm.)
- C. Top 10% Clinton County School Boards Annual recognition Dinner- *May 2, 2024.*
- D. 2024-2025 Proposed Academic School Calendar
- E. Capital Reserve Fund for a future project.

## **III. COMMUNICATIONS:**

- A. Individuals wishing to address the Board.

## **IV. CONSENT ITEMS:**

- A. Independent Internal Claims Auditor Quarterly Report: **October- December 2023**
- B. Budgetary Transfer report: **January 2024.**
- C. Student Activities Quarterly Report: **October – December 2023.**
- D. Budget and Revenue Status Reports: **As of January 31, 2024.**

## **V. ACTION ITEMS:**

- A. Board resolution to accept a donation from NYSIR in the amount of \$1,000.00 that will increase the Middle School Supply code A.2110-450-30-2000.
- B. 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:

- Emily Brooks -Teaching
- Chelsey Clinebell -Teaching
- Garrett Field -Teaching
- Jack Mather -Teaching
- Jaiden Varmette -Teaching

C. Board resolution to appoint Lance Goddeau to the position of Custodial Worker (Part-Time) retroactive to January 22, 2024, with hours not to exceed 4 per day, at an hourly rate of \$15.43, Step 1 of the current salary schedule, and with a 52-week probationary period.

D. Board resolution to approve the following:

**BE IT RESOLVED** that the Board of Education authorizes the district to reimburse substitute bus drivers, upon completion of three months employment with the district, for the fee paid to take the federally-required Entry Level Driver Training (Part 1 – Theory) online course offered by the Pupil Safety Transportation Institute.

E. Board resolution to declare the following items as obsolete and authorize disposal of said items:

- (25) Texas Instrument Calculators: 1997 TI 83 PLUS

F. Board resolution to appoint Stacey Guynup in the position of School Bus Monitor with hours not to exceed 2 per day, at her current hourly rate, retroactive to January 29, 2024, and with a 52-week probationary period.

G. Board resolution to appoint Vanessa Desroches to the position of Teacher Aide/ Student Aide with hours not to exceed 6.5 per day, retroactive to February 08, 2024, at an hourly rate of \$16.51, Step 5 of the current salary schedule, and with a 52-week probationary period.

H. Board resolution to accept a letter of resignation for the purpose of retirement from Ralph Cross, Math Teacher, effective June 30, 2024.

I. Board resolution to accept a letter of resignation for the purpose of retirement from Richard Perry, Art Teacher, effective June 30, 2024.

J. Board resolution to accept a letter of resignation for the purpose of retirement from Nicole Couture, Elementary Education Teacher, effective November 01, 2024.

K. Board resolution to approve a change in the employment agreement with the District Office Staff effective July 1, 2024, to June 30, 2027, and authorize the President of the Board of Education to sign on behalf of the Board of Education.

L. Board resolution to accept the Office of the State Comptroller (OSC) Investment Report for the 2023-2024 school year.

M. Board resolution to accept the Office of the State Comptroller (OSC) Nonresident Foster Care Tuition Report for the 2023-2024 school year.

N. Board resolution to accept the Office of the State Comptroller (OSC) Student State Aid Report for the 2023-2024 school year.

O. Board resolution to approve the Corrective Action Plan for the 2023-2024 Office of the State Comptroller (OSC) Investment Report for the 2023-2024 school year.

- P. Board resolution to approve the Corrective Action Plan for the 2023-2024 Office of the State Comptroller (OSC) Nonresident Foster Care Tuition Report for the 2023-2024 school year.
- Q. Board resolution to approve the Corrective Action Plan for the 2023-2024 Office of the State Comptroller (OSC) Student State Aid Report for the 2023-2024 school year.
- R. Board resolution to authorize the Superintendent of Schools to enter into a contract with Lori Robinson, MS, RN, FNP-C for School Health Care Provider Services for the 2024-2025 school year at a fee not to exceed \$22,800.
- S. Board resolution to approve the following budget transfer for necessary repairs:
 

<b>From:</b>		
A9060-800-20-2000	Program – H.S.	\$80,000
A9060-800-50-2000	Program – MES	\$70,000
<b>To:</b>		
A1621-400-10-3000	Contractual	\$150,000
- T. Board resolution to accept a donation in the amount of \$500 from a grant with the Plattsburgh Rotary Club and to increase the Morrisonville Elementary budget code A2110-450-50-2000.
- U. Board resolution to accept a verbal from Pamela Deniz from her School Bus Monitor position retroactive to February 01, 2024.
- V. Board resolution to accept the following:

**WHEREAS** Section 2023 of the Education Law provides that the cost of repairs and reconstruction to a school building to protect the health, safety, and welfare of children constitutes an ordinary contingent expense for which a Board of Education may levy a tax for the same, in like manner as if the same had been voted by the qualified voters; and

**WHEREAS** pursuant to Section 103(4) of the General Municipal Law, contract for public work or the purchase of supplies, materials, or equipment may be let by the Board of Education without being subject to the competitive bidding requirements, provided that the Board of Education has determined that a public emergency exists arising out of an accident or other unforeseen occurrence or condition affecting the public buildings, public property, or the life, health, safety or property of the school district; and

**NOW, THEREFORE, THE SARANAC CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION HEREBY RESOLVES that:**

- (1) The chimneys at the Saranac Elementary School require external reconstruction as they are leaking, causing property damage to the interior and the exterior of the building. The Emergency condition affects the health and safety of the students and employees of the School District. The building is a public-school building which may be damaged by the Emergency Condition. Such a threat to the public health and safety of the students and employees and potential damage could necessitate closing the building until the Emergency Condition is abated.
- (2) The Emergency Condition constitutes a public emergency, as that term is used in Section 103(4) of the General Municipal Law.

- (3) The abatement of such tile failure requires immediate action which cannot await competitive bidding.
- (4) A contract for the Emergency Project shall be awarded to a qualified bidder, at an estimated cost of \$280,000.
- (5) The Board President, in consultation with Tetra Tech Architects and Engineers, is authorized to award a contract for the Emergency Project subject to the following specifications and requirements:

**Specifications**

- a. The two chimneys will be reconstructed by removing brick from the top of the chimney down to just below the existing louvers and sills and replace with new brick and louvers. A new cap will be added to further seal the area.
  - b. Prevailing wages shall be paid.
  - c. Liability insurance shall be in place for at least \$1,000,000.00 and worker's compensation insurance.
  - d. The work shall be warranted for a minimum of one year and an inspection shall be completed by the contractor at no cost to the School District within the first year after repairs are made.
- (6) The ***President of the Board of Education*** is hereby designated to sign the said contract, making it a legal binding obligation upon the said district.

W. Board resolution to approve the following:

**WHEREAS** the Saranac Central School District is required to act as Lead Agency for the Environmental Review of the School District construction projects under the NYS Environmental Quality Review Act (SEQR); and

**WHEREAS** the District is planning a Chimney Replacement Project at the Saranac Central School District Saranac Elementary Building; and

**THEREFORE, BE IT RESOLVED**, the Board of Education hereby approves the Saranac Central School District as the Lead Agency for this project and directs the Board of Education President to complete all required SEQR applications, forms, notices, all related correspondences, and information requirements and the District Clerk to circulate and to mail all required notices to all involved agencies.

**WHEREAS**, pursuant to Article 8 of the New York State Environmental Conservation Law as amended and the regulations of the New York State Department of Environmental Conservation promulgated thereunder (collectively "SEQR"), the Board of Education (the "Board") is required to make a determination with respect to the environmental impact of any "Action" (as defined by SEQR) to be taken by the Board (the "Action"); and,

**WHEREAS** the Action contemplated is the Saranac Central School District Replacement Project and

**WHEREAS**, pursuant to SEQR, the Board desires to determine whether the Action may have a significant adverse impact on the environment (as defined by SEQR); and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Saranac Central School District as follows:

1. Based upon the criteria contained in 6 NYCRR Section 617.5, the Board makes the following findings with respect to the Action:
    - a. The Action is a Type II Action (as defined by SEQR).
    - b. The Action will not have a significant adverse impact on the environment.
    - c. As a consequence of the foregoing, the Board hereby directs that a Negative Declaration be issued with respect to the Action and accordance by
    - d. The requirements of SEQR have been met.
  2. The Clerk of the Board is hereby directed to file a Negative Declaration with respect to the Action in the office of the Board in a file that will be readily accessible to the public.
  3. This resolution shall take effect immediately.
- X. Board resolution to approve the CSE, CPSE, and/or 504 recommendations of December 22, 2023, January 18, 23, 24, &25, 2024, and February 1 (current year and next year), 2024.
- Y. Board resolution to rescind the following approved coaching appointments:
- |                 |                                |
|-----------------|--------------------------------|
| >Matt Fall      | -Varsity Bowling Co-Head Coach |
| >Nicholas Dumas | -Varsity Bowling Co-Head Coach |
| >Pat Ryan       | - JV Softball Head Coach       |
- Z. Board resolution to appoint the following individual as coach for the 2023-2024 school year contingent upon the successful completion of all coaching requirements:
- |                       |  |
|-----------------------|--|
| >Nicholas Dumas       | -Varsity Bowling Head Coach                |
| >James (Jim) Medeiros | -Unpaid Volunteer Assistant Baseball Coach |
| >Pat Ryan             | -JV Softball Co-Head Coach                 |
| >Victoria Wells       | -JV Softball Co-Head Coach                 |
| >Austin Medeiros      | - Head Modified Baseball Coach             |
- AA. Board resolution to seek a merger with Northern Adirondack Central School District for the sport of Outdoor Boys and Girls Track and Field for the 2023-2024 school year at no cost to the Saranac Central School District.
- AB. Board resolution to approve the following budget transfer to cover the cost of the emergency Saranac Elementary School Chimney Replacement Project:
- |                   |              |           |
|-------------------|--------------|-----------|
| <b>From:</b>      |              |           |
| A9060-800-10-2000 | Program      | \$140,000 |
| A9060-800-30-2000 | Program- MS  | \$90,000  |
| A9060-800-70-2000 | Program- SES | \$50,000  |
| <b>To:</b>        |              |           |
| A9950-900-10-3000 | Capital Fund | \$280,000 |
- AC. Board resolution to approve the following budget transfer to cover retirement incentives:
- |                   |                            |          |
|-------------------|----------------------------|----------|
| <b>From:</b>      |                            |          |
| A2250-472-10-2000 | Tuition-other              | \$24,750 |
| <b>To:</b>        |                            |          |
| A2110-400-30-2002 | Retirement Incentive- M.S. | \$24,750 |

AD. Board resolution to approve the following Workplace Violence Prevention Policy Statement:

**(Saranac Central School District)** is committed to the safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our school, staff, and students. Workplace Violence is defined as any physical assault or act of aggressive behavior occurring where a public employee performs any work-related duty in the course of his or her employment including but not limited to an attempt or threat, whether verbal or physical, to inflict physical injury upon an employee; any intentional display of force which would give an employee reason to fear or expect bodily harm, intentional and wrongful physical contact with a person without his or her consent that entails some injury; or stalking an employee with the intent of causing fear of material harm to the physical safety and health of such employee when such stalking has arisen through and in the course of employment.

Acts of violence against the District employees where any work-related duty is performed will be thoroughly investigated and appropriate action will be taken, including summoning criminal justice authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as clients, following all policies, procedures and practices, and for assisting in maintaining a safe and secure work environment.

This policy is designed to meet the requirements of NYS Labor Law 27b and 12 NYCRR 800.6 and highlights some of the elements that are found within our Workplace Violence Prevention Program. The process involved in complying with this law included a workplace evaluation that was designed to identify the risks of workplace violence to which our employees could be exposed.

Authorized Employee Representative(s) will, at a minimum, be involved in:

- evaluating the physical environment;
- developing the Workplace Violence Prevention Program and;
- reviewing workplace violence incident reports at least annually to identify trends in the types of incidents reported, if any, and reviewing the effectiveness of the mitigating actions taken.

All employees will participate in the annual Workplace Violence Prevention Training Program. The goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. All personnel are responsible for notifying the contact person designated below of any violent incidents, threatening behavior, including threats they have witnessed, received, or have been told that another person has witnessed or received.

## VI. ADJOURNMENT

### **UPCOMING EVENTS**

February 19-23, 2024  
March 04, 2024  
March 18, 2024  
March 29 – April 5, 2024

5:30 p.m.  
5:30 p.m.

Winter Break~ No School  
Board of Education Meeting  
Board of Education Meeting  
Spring Break ~ No School

# **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 under 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.