

**MINUTES OF
BOARD OF EDUCATION MEETING
February 12, 2024**

- HELD IN:** District Office
- MEMBERS PRESENT:** Tracy Allen-Waite, Dan Ashline-Beaudet, Amy Belair, and Michelle Pelkey.
- MEMBERS ABSENT:** Charlene Favaro and Norman Lewis.
- ALSO PRESENT:** Javier Perez, Danielle McAfee, Kathy Moore, Tracy Manor, Shannon Nephew, 15 Students and 2 parents.
- MEETING TO ORDER:** President Allen-Waite called the meeting to order at 5:30 p.m.
- PLEDGE:** President Allen-Waite then led the Pledge of Allegiance.
- PREVIOUS MINUTES:** Motion by Dan Ashline-Beaudet, seconded by Amy Belair, to approve the minutes of the January 16, 2024, Regular Board meeting.
All in favor.
- ADDENDUM AND AMENDED AGENDA:** Motion by Dan Ashline-Beaudet, seconded by Amy Belair, to approve the Addendum and the Amended Agenda.
All in favor.
- SUPERINTENDENTS REPORT:**
- Mr. Perez spoke the law that is new to schools, it is a new workplace violence statement that has to do with the adults. It is a bit of a cumbersome process. Every building will have to do a building survey with a walk around with a member from each bargaining unit doing a building condition survey.
- Mr. Perez spoke about moving the early release day from March 13, 2024, to Monday April 8th, 2024. This is so students will be home in time to view the total solar eclipse. Students will be sent home with special viewing glasses. If we didn't change this to a half day, students would be on the bus while the event is taking place.
- Mr. Perez wanted to clear up a rumor/ miss-information going around about Pre-K. Adirondack Helping Hands is seeking a partnership as the program has become cumbersome for a small operating business. We are exploring possibilities to partner with them. We applied for a 4410 so we can run these programs and different classrooms. These would be new services at no extra cost to the district. The major complication is finding the space, as Adirondack Helping Hands services Clinton County. If we were to partner with them, Saranac District students would take priority on the wait list over other district students.
- Mr. Perez handed it over to the principals for updates. Kathy Moore said they have been working on a collection for the Elmore SPCA and they will be celebrating the 100th day of school on February 14th. Mrs. Manor said there are a lot of great things going on, sports have done very well in sectionals, and the play was a hit over the weekend. The High school finished up regents at the end of January. There have been rich and healthy conversations about student attendance and the students being more accountable.
- Mr. Perez took the floor to say that we have been awarded a 2.5-million-dollar RECOVS grant to help with mental health and the district is very excited about that!
- STATE COMPTROLLER-AUDIT REPORTS:** Mr. Perez gave the floor to Danielle McAfee to go over the 3 State Comptroller Audit reports we received. Danielle said that the three reports were items the auditor found issues with. All reports had to do with the Revenue side of the budget. The first report was on foster care tuition and billing. We missed billing one district and did not have any luck receiving our money from one of the big city school districts. The district has put new procedures in place to alleviate any future issues with this. The second report was State Aid, this had to do with Special education and STAC, we have until the end of each school year to STAC and at the time of the audit it had not been done yet. There was also some STAC-ing from previous years not done. We did the STAC-ing and was able to receive back money for this. The third report was about

investments. This has to do with our interest earnings on accounts. We had, for the lack of a better term, got lazy and needed to find new money market accounts to make more interest earnings off then our current accounts. We transferred money to new accounts to fix this problem.

The board did not have any questions about the audit findings.

TOP 10% DINNER: The annual Clinton County School Boards Recognition dinner to honor the top 10% of the senior class is being held on May 02, 2024. Mr. Perez let the board know to alert the district clerk who would like to attend.

24-25 PROPOSED-SCHOOL CALENDAR: This calendar is identical to the BOCES calendar. There is a new holiday on the calendar this year, Asian Lunar New Year.

CAPITAL RESERVE: This would be to set money aside for any future projects to fix buildings. Having money set aside would lower the costs to taxpayers for future projects.

PUBLIC COMMENT: No one present had a comment.

INTERNAL AUDITOR - QUARTERLY REPORT: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to approve the Independent Internal Claims Auditor Quarterly Report: October- December 2023
All in favor.

BUDGETARY TRANSFER-REPORT: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to approve the Budgetary Transfer report: January 2024.
All in favor.

STUDENT ACTIVITIES-QUARTERLY REPORT: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to approve the Student Activities Quarterly Report: October – December 2023.
All in favor.

BUDGET & REVENUE-STATUS REPORTS: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to approve the Budget and Revenue Status Reports: As of January 31, 2024.
All in favor.

NYSIR DONATION: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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.
All in favor.

SUBSTITUTES: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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

All in favor.

CSEA APPOINTMENT: Goddeau Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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.
All in favor.

REIMBURSEMENT FOR - TRAINING: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to 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.
All in favor.

OBSELETE ITEMS: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to declare the following items as obsolete and authorize disposal of said items:

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

All in favor.

CSEA APPOINTMENT: Guynup Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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.
All in favor.

CSEA APPOINTMENT: Desrochers Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to appoint Vanessa Desrochers 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.
All in favor.

NYSUT RETIREMENT: Cross Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to accept a letter of resignation for the purpose of retirement from Ralph Cross, Math Teacher, effective June 30, 2024.
All in favor.

NYSUT RETIREMENT: Perry Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to accept a letter of resignation for the purpose of retirement from Richard Perry, Art Teacher, effective June 30, 2024.
All in favor.

NYSUT RETIREMENT: Couture Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to accept a letter of resignation for the purpose of retirement from Nicole Couture, Elementary Education Teacher, effective November 01, 2024.
All in favor.

DISTRICT OFFICE- CONTRACT: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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.
All in favor.

OSC AUDIT REPORT- INVESTMENT: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to accept the Office of the State Comptroller (OSC) Investment Report for the 2023-2024 school year.
All in favor.

OSC AUDIT REPORT- TUITION: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to accept the Office of the State Comptroller (OSC) Nonresident Foster Care Tuition Report for the 2023-2024 school year.
All in favor.

OSC AUDIT REPORT- STATE AID Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to accept the Office of the State Comptroller (OSC) Student State Aid Report for the 2023-2024 school year.
All in favor.

CAP FOR OSC- INVEST- MENT: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to approve the Corrective Action Plan for the 2023-2024 Office of the State Comptroller (OSC) Investment Report for the 2023-2024 school year.
All in favor.

CAP FOR OSC- TUITION: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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.
All in favor.

CAP FOR OSC- AID: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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. All in favor.

SCHOOL HEALTH CARE PROVIDER 24-25: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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. All in favor.

BUDGET TRANSFER: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to approve the following budget transfer for necessary repairs:

From:

A9060-800-20-2000	Program – H.S.	\$80,000
A9060-800-50-2000	Program – MES	\$70,000

To:

A1621-400-10-3000	Contractual	\$150,000
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All in favor.

ROTARY CLUB DONATION: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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. All in favor.

CSEA VERBAL RESIGNATION: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to accept a verbal from Pamela Deniz from her School Bus Monitor position retroactive to February 01, 2024. All in favor.

EMERGENCY PROJECT: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to accept the following:
SES Chimneys

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.
All in favor.

SEQR SES CHIMNEY: Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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.

All in favor.

CSE/CPSE/504 RECOMMENDATIONS:

Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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.

RESCIND COACHING APPOINTMENTS

Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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

All in favor.

COACHING APPOINTMENTS:

Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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

All in favor.

SPORTS MERGER: B & G Outdoor Track

Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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.

All in favor.

BUDGET TRANSFER:

Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to approve the following budget transfer to cover the cost of the emergency Saranac Elementary School Chimney Replacement Project:

From:		
A9060-800-10-2000	Program	\$140,000
A9060-800-30-2000	Program- MS	\$90,000
A9060-800-70-2000	Program- SES	\$50,000
To:		
A9950-900-10-3000	Capital Fund	\$280,000

All in favor.

BUDGET TRANSFER:

Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to approve the following budget transfer to cover retirement incentives:

From:		
A2250-472-10-2000	Tuition-other	\$24,750
To:		
A2110-400-30-2002	Retirement Incentive- M.S.	\$24,750

WORKPLACE VIOLENCE PREVENTION POLICY STATEMENT:

Motion by Amy Belair, seconded by Dan Ashline-Beaudet, 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. All in favor.

ADJOURNMENT:

Motion by Amy Belair, seconded by Dan Ashline-Beaudet, to adjourn the meeting at 5:51 p.m.
All in favor.

Amber L. Parrotte

Amber L. Parrotte, District Clerk