

**SCHROON LAKE CENTRAL SCHOOL
BOARD OF EDUCATION MEETING AGENDA
THURSDAY, OCTOBER 28, 2021
7:00 PM SCHOOL AUDITORIUM**

- I. Call the meeting to order
- II. Pledge of Allegiance
- III. Swear in Board Member

- IV. Approval of the Minutes
 - A. September 23, 2021

- V. Public Participation

- VII. Financial Reports
 - A. Approval of Warrant # 3
 - B. Treasurer's Report/Budget Status
 - C. Extra-Curricular Report
 - D. Auditors Report
 - E. Title I Funds

- VIII. Superintendent's Report
 - A. BOE Recognition week
 - B. November meeting date- November 16 or 23
 - C. December Meeting Date - December 15
 - D. Middle School Retreat
 - E. International Student F-1 Visa program
 - F. Negotiations – Choose Board representatives
 - G. Discussion- Trap Shooting Team
 - H. Permanent Sub

- IX. Board Discussion and Action Item
 - A. Approval of CSE/CPSE/504 recommendations
 - B. Appointments
 - 1. Substitute appointments
 - 2. Winter sports appointments
 - 3. Approve Parent representatives CSE/ CPSE
 - C. Approve Paternity Leave
 - D. Accept Letter of Resignation
 - E. Non Instructional Pay- After school activities
 - F. Accept bid for Hot Water Tank
 - G. Appoint Teaching Assistant
 - H. Approve Stipend for TA for services associated with remote instruction

X. POLICY- 2nd read

1. Building Level Emergency Response Plan

2. District Level Safety Plan- 1st read

XI. Public Participation

XII. Executive Session (if needed and called)

XIII. Adjournment

SCHROON LAKE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
September 23, 2021

BOARD MEMBERS PRESENT:

Jared Whitley
Kevin Kelly
Susan Repko
Ashley Barry
Codie Aiken

OTHERS PRESENT:

Supt. Gratto Danielle Fosella
Tamara Belanger Bruce Murdock
Lee Silvernail
Angela Slaterpryce
Christian Gratto

BOARD CLERK

Lisa DeZalia

MEETING
TO ORDER

President Jared Whitley called the meeting to order at 7:00 pm

Those present pledged allegiance to the flag

PREVIOUS
MINUTES

A motion was made by Ashley Barry, second by Codie Aiken to approve the minutes dated August 26, 2021 as presented. All Board Members voted Yes- 5 No- 0 motion carried.

PREVIOUS
MINUTES

A motion was made by Susan Repko, second by Ashley Barry to approve the minutes of September 6, 2021 as presented. All Board Members voted Yes-5 No- 0 motion carried.

PUBLIC
PARTICIPATION

There were no concerns at this time

SUPT.
REPORT

Supt. Gratto reported that we had an immediate vacancy for technology services. Currently we have entered into a contract with BOCES to provide coverage three days a week. Upon mutual agreement we will no longer participate with Ticonderoga for technology services. Supt. Gratto reported that ads have been placed for staff to run the after school program. The program will need a coordinator and additional staff. It has been posted in house and soon it will go out to the public. The NYSSBA Policy options were discussed. The policy book is up to date with the exception of the new Equity and Diversity in schools. We will get a draft copy of this policy to update the policy book.

Open House will be held on September 29th from 5:30-6:30. This event will be held outside and parents will be able to walk the halls of the building following COVID safety protocols. The Senior Ball will take place this weekend at the newly renovated Frontier Town A-frame followed by a trip to the Fun Spot.

CERTIFICATION OF WARRANT A motion was made by Susan Repko, second by Ashley Barry to approve Warrant #2 dated 9/17/21 as presented.
All Board Members voted Yes- 5 No-0 motion carried

TREASURER'S REPORT A motion was made by Ashley Barry, second by Codie Aiken to accept the Treasurer's Report dated 9/17/2021
All Board Members voted Yes-5 No- 0 motion carried.

EXTRA CURRICULAR REPORT A motion was made by Susan Repko, second by Ashley Barry to approve the Extra Curricular report for August dated 8/31/2021
All Board members voted Yes- 5 No-0 motion carried

CSE/CPSE RECS A motion was made by Kevin Kelly, second by Codie Aiken to approve the CSE /CPSE recommendations for #10496 & #40179
All Board members voted Yes- 5 No-0 motion carried

BOE ACCEPTS RESIGNATION Upon the recommendation of Supt. Gratto, a motion was made by Susan Repko, second by Kevin Kelly to accept the resignation of Tony Kostecki as the choral accompanist for the 2021-2022 school year
All Board members voted Yes- 5 No- 0 motion carried

BOE APPOINTS SUBSTITUTE Upon the recommendation of Supt. Gratto, a motion was made by Ashley Barry, second by Susan Repko to appoint Laura Orr as a non certified substitute teacher. Ms. Orr will be compensated \$100.00 per day. This position is contingent upon clearance of NYSED fingerprints.
All Board members voted Yes-5 No-0 motion carried

SAFETY PLAN 1ST READ A first read of the Building Level Emergency Response Plan was completed by the Board. Mrs. Repko suggested there be a summary chart to list briefly what to do and who to contact in case of an emergency.

PUBLIC PARTICIPATION

Mr. Silvernail asked that the Board consider increasing the Tech position to five days a week.
Mr. Murdock pointed out that you have to be careful how much information you share publically when reviewing the district safety plan.
Mr. Whitley asked if the lack of a crossing guard was a town issue or a school issue. Mr. Gratto explained that the town had always employed the crossing guard and had not found a replacement at this time.

BOE MEMBER RESIGNS

Ashley Barry put in her resignation effective this evening as she will be moving outside the district. Mr. Whitley thanked her for her service to the staff and students of the district.

BOE APPOINTS REPLACEMENT

The next BOE candidate with the most votes at the May election was Mr. Murdock. He has accepted to fill the Board seat until June 30, 2022.
A motion was made by Codie Aiken, second by Kevin Kelly to appoint Bruce Murdock to fill the vacant position of Board member effective October 28, 2021 – June 30, 2022.
All Board members voted Yes- 5 No – 0 motion carried

EXECUTIVE SESSION

A motion was made by Codie Aiken, second by Susan Repko to go into executive session at 7:23pm to discuss the medical, financial, credit or employment history of a particular person or corporation or matters leading to the appointment, promotion demotion discipline, suspension dismissal or removal of a particular person or corporation.
All Board members Voted Yes- 5 No-0 Motion carried

EXECUTIVE SESSION

A motion was made by Codie Aiken, second by Kevin Kelly to move out of executive session at 8:05 pm. No action taken
All Board members voted Yes –5 No-0 Motion Carried

ADJOURNMENT

A motion was made by Susan Repko, second by Kevin Kelly to adjourn at 8:05 pm.
All Board members voted Yes – 5 No-0 Motion Carried

District Clerk

TELLING & ASSOCIATES, CPA PC

ACCOUNTANTS • AUDITORS
5 PARK STREET – MIDDLEBURY, VT 05753

PHONE: (802) 388-3311
WEB: WWW.TELLING.INFO

October 6, 2021

Board of Education
Schroon Lake Central School District
21125 US Route 9
P.O. Box 338
Schroon Lake, NY 12870

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Schroon Lake Central School District for the year ended June 30, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 5, 2021. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Schroon Lake Central School District are described in Note 1 to the financial statements.

As described in Note 1 to the financial statements, the Schroon Lake Central School District changed accounting policies related to fiduciary activities by adopting Statement of Governmental Accounting Standards (GASB Statement) No.84, *Fiduciary activities*, in 2021. Accordingly, the cumulative effect of the accounting change as of the beginning of the year is reported in the statement of activities and statements of revenues, expenditures and changes in fund balance – governmental funds. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate of the useful lives of fixed assets is based on historical data. We evaluated the key factors and assumptions used to develop the estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the net pension liability is based on actuarial assumptions. We evaluated the assumptions used to determine these amounts and found they were reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 6, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Schroon Lake Central School District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Schroon Lake Central School District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, statement of revenues, expenditures, and change in fund balance – budget and actual – general fund, schedule of funding progress for the retiree health plan, schedule of the district's proportionate share of the net pension liability, schedule of the district's proportionate share of the net pension asset, and schedule of the district's contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the general fund – schedule of change from original budget to revised budget, section 1318 of the real property tax law limit calculation, net investment in capital assets, combining balance sheet – nonmajor funds and combining statement of revenue, expenditures, and change in fund balance – nonmajor governmental funds, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the information and use of Board of Education and management of Schroon Lake Central School District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Telling & Associates CPA, P.C.

Telling & Associates, CPA PC

License # 092-0000692

Middlebury, Vermont

October 6, 2021

Committee Recommendations for Board of Education Review with Details (October 28, 2021)

Meeting	Alt ID#	Age	Grade	Committee Reason		Decision	Disability	Recommended School
05/20/2021	40173	4:0		CPSE	Annual Review	Classified Preschool	Preschool Student with a Disability	Schroon Lake Central School

Program/Service	Start Date	End Date	Ratio	Freq.	Period	Duration
Speech/Language Therapy	09/17/2021	06/24/2022	Individual	2	Weekly	30 mins

BOE Info: Amendment no meeting: Student continues to qualify

09/23/2021	40166	6:8	01	Sub CSE	Amendment	Classified	Speech or Language Impairment	Schroon Lake Central School
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Program/Service	Start Date	End Date	Ratio	Freq.	Period	Duration
Consultant Teacher Services	09/07/2021	06/24/2022	Direct	3	Daily	40 mins
Counseling	09/23/2021	06/24/2022	Individual	1	Weekly	30 mins
Occupational Therapy	09/23/2021	06/24/2022	Individual	2	Weekly	30 mins
Occupational Therapy	09/23/2021	06/24/2022	Individual	1	Weekly	30 mins
Physical Therapy	09/07/2021	06/24/2022	Individual	1	Weekly	30 mins
Speech/Language Therapy	09/07/2021	06/24/2022	Individual	3	6 day cycle	30 mins

BOE Info: Amendment no meeting to amend services

09/30/2021	10295	11:11	05	Sub CSE	Amendment	Classified	Speech or Language Impairment	Schroon Lake Central School
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Program/Service	Start Date	End Date	Ratio	Freq.	Period	Duration
Integrated Co-teaching Services	09/07/2021	06/24/2022		1	Daily	40 mins
Resource Room Program	09/07/2021	06/24/2022	5:1	1	Daily	40 mins
Special Class - Math	09/07/2021	06/24/2022	15:1	1	Daily	40 mins
Counseling	09/07/2021	06/24/2022	Small Group	2	Monthly	30 mins
Counseling	09/07/2021	06/24/2022	Individual	2	Monthly	30 mins
Occupational Therapy	10/05/2021	06/24/2022	Small Group	1	Weekly	30 mins
Occupational Therapy	10/05/2021	06/24/2022	Small Group	1	Weekly	30 mins
Specialized ELA Instruction	09/07/2021	06/24/2022	Small Group	1	Daily	40 mins
Speech/Language Therapy	09/07/2021	06/24/2022	Individual	3	6 day cycle	30 mins

BOE Info: Amendment no meeting: Student continues to qualify

10/06/2021	40202	13:2	08	CSE	Program Review	Classified	Other Health Impairment	BOCES CVES Mineville
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<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	10/12/2021	06/24/2022	8:1+1	5	Weekly	5 hrs
Counseling	09/07/2021	06/24/2022	Individual	1	Weekly	30 mins
Counseling	09/07/2021	06/24/2022	Small Group	2	Weekly	30 mins

BOE Info: 9/29/21 Review Transfer Student: Student continues to qualify
 10/6/21 Program Review meeting: Student continues to qualify

10/08/2021 40175 5:4 Kdg. CSE Amendment 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>
Speech/Language Therapy	10/08/2021	06/24/2022	Small Group	3	6 day cycle	30 mins

BOE Info: Amendment no meeting: Student continues to qualifies

10/08/2021 40174 5:4 Kdg. CSE Amendment 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>
Speech/Language Therapy	10/08/2021	06/24/2022	Small Group	3	6 day cycle	30 mins

BOE Info: Amendment no meeting: Student continues to qualifies

BOE APPOINTMENTS

SUBSTITUTE APPOINTMENTS

Upon the recommendation of Supt Gratto, a motion was made by _____
_____, second by _____ to reinstate Brooke Clark and Carrisa
Mangan as non certified substitutes for the 2021-2022 school year. They will be
compensated \$100.00 per day

All Board members voted Yes- No- motion carried

Upon the recommendation of Supt. Gratto, a motion was made by
_____, second by _____ to appoint Gabe Gratto
as an uncertified substitute teacher. Mr. Gratto will be compensated \$100.00 per
day. This position is contingent upon clearance of NYSED fingerprints.

All Board members voted Yes- No- motion carried

2021-2022 Basketball Appointments

Upon the recommendation of Supt. Gratto, a motion was made by _____, second by _____ to appoint the following coaches and assistants for the 2021-2022 season

Boys Varsity Basketball- Lee Silvernail	\$5547.00
Boys Varsity Assistant- Rick Dumolin	
Girls Varsity Basketball- Jeff Cutting	\$5547.00
Girls Varsity Assistant- Brian Baker	
Boys Modified Basketball- Lyle Hartwell	\$3614.00
Boys Modified Assistant- Micah Melville	
Girls Modified Basketball- Corrine Pelkey	\$3614.00
Cheerleading Coach- Alexandria Poynor-	\$2936.00
Timekeeper- Pricilla Gould	\$1668.00

CSE/CPSE PARENT REPRESENTATIVES

The recommendation of Supt. Gratto, a motion was made by _____ second by _____ to approve Amy VanGorp and Peggy Hart as parent representatives to the CSE/ CPSE committee.

All Board members voted Yes- No- motion carried

ix. D

To whom it concerns

I am resigning my position in the kitchen due to personality issues with other kitchen staff.
Effective oct. 15th, 2021

Sincerely
Julie studnicky

NON INSTRUCTIONAL PAY- AFTER SCHOOL ACTIVITIES

Upon the recommendation of Supt. Gratto, a motion was made by ____ second by _____ to set the non instruction rate for after school activities at \$23.00 per hour.

All Board members voted Yes- No- motion carried

TEACHER ASSISTANT APPOINTMENT

Upon the recommendation of Supt. Gratto, a motion was made by _____, second by _____ to appoint Melissa Whitley as a teacher’s assistant for the remainder of the 2021-2022 school year. Ms. Whitley’s annual salary of \$25,822.00 will be prorated effective October 18, 2021 in the amount of \$21,948.70.

All Board members voted Yes- No motion carried

BOE APPROVES REMOTE INSTRUCTION STIPEND

Upon the recommendation of Supt. Gratto, a motion was made by _____ second by _____ to approve a \$1000.00 stipend to be paid to Melissa Whitley for services associated with remote instruction.

All Board members voted Yes No motion carried