

**SCHROON LAKE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
ORGANIZATIONAL MEETING
July 6, 2026
5:00 pm School Auditorium**

BOARD MEMBERS PRESENT

Jared Whitley
Jennifer Pitkin
Bruce Murdock
Codie Aiken
Valerie LeBlanc

OTHERS PRESENT

Supt. Pemrick	Miranda Sheffer
Hayden Reidy	Lee Silvernail
Micah Stewart	Michelle Crandall
Harry Brooks	

BOARD CLERK

Chelsie Kasuba

MEETING

CALLED Meeting was called to order at 5:14 pm by the District Clerk
TO ORDER

Those present pledged allegiance to the flag

OATH OF

NEW BOARD Jared Whitley took oath of office as a Board Member for the
MEMBER 2026-2027 school year

OATH OF All current Board Members took the oath of office for the 2026- 2027 school year.
BOARD
MEMBERS

OATH OF Mrs. Pemrick took the oath of office as Superintendent for the 2026- 2027
SUPERINTENDENT school year.

ELECTION A motion was made by Jennifer Pitkin to nominate Valerie LeBlanc
OF PRESIDENT as President.
Nominations were closed by the District Clerk
All Board members voted Yes- 4 No-0 Abstain 1- (Jared Whitley) motion carried

President LeBlanc presided over the meeting.

VICE A motion was made by Codie Aiken to elect Jennifer Pitkin as vice
PRESIDENT president. Nominations were closed.
All Board members voted Yes- 5 No-0 Abstain -0 motion carried

APPOINTMENTS A motion was made by Jared Whitley, second by Codie Aiken to Board Appointments for the 2026- 2027 school year:

- A. District Clerk: Chelsie Kasuba (at no additional cost)
- B. District Treasurer- Miranda Sheffer
Deputy District Treasurer- Hayden Reidy
- C. School Attorney: Girvin & Ferlazzo, P.C. (\$210.00 per hour except \$225.00 per hour for construction, special education, litigation, and hearings.) Honeywell Law Firm Attorneys at Law (\$210.00 per hour)
- D. School Physician: Hudson Headwaters (\$8166.00)
- E. External Auditor: Telling & Associates, CPA. (\$17,000.00)
- F. School Tax Collection Tax Collector- Danielle Fosella (\$6262.00)
- G. Bonding Attorney: Barclay Damon, depending upon bond expense
- H. Financial Advisor: Bernard P. Donegan, Inc. (\$185.00 per hour)
- I. Records Retention Officer- Hayden Reidy (at no additional cost)
- J. AHERA Designee- Dan Grey (at no additional cost)
- K. Attendance Officer- Shaela Schmidt (at no additional cost)
- L. Petty Cash Officer of \$100.00- Chelsie Kasuba (at no additional cost)
- M. Agents to be Bonded- Treasurer, Dept. Treasurer, Tax Collector, for \$1,000,000.00, Internal Claims Auditor, Extra Classroom Activity Fund Treasurer, Bonded for \$100,000.00.
- N. Approve advanced payment of Petty Cash, utilities, postage and express charges
- O. Purchasing Agent- Karin Mulligan
- P. Auditor of Payroll- Hayden Reidy

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

A motion was made by Codie Aiken, second by Jared Whitley to approve the following committees

- Q. Committee on Special Education (CSE)
 - a. The parents of the student as defined by Federal and State guidelines
 - b. At least one regular education teacher of the student as defined by Federal and State guidelines
 - c. A special education teacher of the child as defined by Federal and State guidelines
 - d. A school psychologist,
 - e. A representative of the school district who is qualified to provide or supervise special education as defined by Federal and State Guidelines: CSE Chairperson or Special Education Director
 - f. An additional parent member of a student with a disability as defined by Federal and State guidelines: Peggy Hart & Amy VanGorp
 - g. Other persons and the student as defined by Federal and State guidelines.

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

A motion was made by Jared Whitley, second by Codie Aiken to approve the following committees.

R. Sub Committee for CSE/CPSE

- a. The parents of the student
- b. One regular education teacher of the student as defined by Federal and State guidelines
- c. The student's special education teacher as defined by Federal and State guidelines
- d. A representative from the school district defined by the Federal and state guidelines: CSE Chairperson or Special Education Director
A school psychologist, whenever a psychological evaluation is reviewed or a change to a program option with a more intensive staff/student ratio, as set fourth in section 200.6(g)(4) of this Part, is considered.
- e. Other persons as defined by Federal and State guidelines

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

A motion was made by Jennifer Pitkin second by Jared Whitley to approve the following committee

S. Committee for Pre-School Special Education (CPSE)

- a. The parents of the preschool child as defined by Federal and State guidelines
- b. A regular education teacher of the child as defined by Federal and State guidelines
- c. A special education teacher of the child as defined by Federal and State guidelines
- d. A representative of the school district as defined by Federal and State guidelines: CPSE Chairperson or Special Education Director
- e. An additional parent member as defined by Federal and State guidelines:
- f. A representative of the municipality of the preschool child's residence as defined by Federal and State guidelines, Essex County
- g. Other persons defined by the Federal and State guidelines

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

A motion was made by Bruce Murdock, second by Susan Codie Aiken to appoint the official newspaper as the Community Sun and Post Star

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

A motion was made by Codie Aiken, second by Valerie LeBlanc to appoint the official Depositories as Glens Falls National Bank- A multi fund checking account inclusive of General Fund, Lunch account, Federal and Capital funds, Capital Project checking account for the building project inclusive of General Fund, Ollie Lessard, Francis Bohrmann, George Reeves & Gary Clark, Evelyn and James Gregory and Helen Hickey Keppler Scholarship fund accounts.

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

A motion was made by Bruce Murdock, second by Jared Whitley to set the Board Meeting date as the Fourth Thursday of each month at 6:00 pm in the school auditorium. With the exception of the November and December meeting to be held on the third Thursday of those months.

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

A motion was made by Jared Whitley, second by Codie Aiken to set the Mileage Rate- as the Federal GSA Rate.

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

A motion was made by Jared Whitley, second by Codie Aiken to appoint the signer of all District Checks

- A. District Treasurer- Miranda Sheffer
- B. Deputy District Treasurer- Hayden Reidy

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

A motion was made by Jared Whitley, second by Bruce Murdock to Set the Non Resident tuition rate for current students- \$2500.00

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

A motion was made by Bruce Murdock, second by Codie Aiken to approve the following for the 2026-2027 school year.

1. Duties assigned to the Superintendent:
 - A. Authorized to submit grants on behalf of the school
 - B. Auditor of Payroll
 - C. Decides all conference requests
 - D. Decides on requests for building usage
 - a. No fee for building usage except appropriate custodial charges.
 - E. Make budget transfers up to \$10,000.00

- F. Along with District Treasurer, deposit all revenues in a timely manner in interest bearing accounts.
- G. Representative to CVES Health Care Consortium-Member of the Board of Directors at no additional cost
- H. Lead Evaluator for teachers re: APPR- Micah Stewart For Principal Re: PSEL- Kemm Pemrick

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

A motion was made by Jared Whitley, second by Codie Aiken to approve DASA Coordinator & Title IX officer

- A. District DASA Coordinator- Micah Stewart
- B. Title IX Officer- Micah Stewart
- C. Homeless Liaison- Micah Stewart

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

Board approves committee memberships

Board of Education Assignments (At no additional cost)

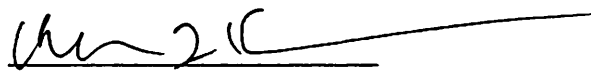
- A. School Improvement Team- Jennifer Pitkin
- B. Sports Committee- Jared Whitley
- C. Essex County School Boards- Bruce Murdock
- D. Hot Lunch Appeals Officer- Jared Whitley
- E. NYSSBA Legislative Liaison – Codie Aiken
- F. District Audit Committee- All members when necessary
- G. Policy Committee -(2) Jennifer Pitkin, Valerie LeBlanc
- H. Facilities Committee- Bruce Murdock, Jared Whitley
- I. Curriculum Committee- Codie Aiken
- J. Wellness Committee- Jennifer Pitkin

All duties to be performed at no additional cost to the district.

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

ADJOURNMENT A motion was made by Bruce Murdock, second by Codie Aiken to adjourn at 5:35 pm.

All Board members voted Yes - 5 No-0 Motion Carried


District Clerk