

Peru Central School District
17 School Street, Peru, NY 12972
High School Community Room
7:00 PM Reorganizational and Regular Monthly Board Meetings
Ms. Bonnie Berry, Presiding

ROLL CALL:

Ms. Boswell-Davies - present
Ms. Sarah Graves - present
Mr. Mark Hamilton – present
Ms. Sarah Mitchell - absent/excused
Mr. Steven Peters –present
Mr. Edward Webbinaro - present

ALSO PRESENT: Mr. Scott Storms, Superintendent of Schools, Ms. Shannon Pitcher-Boyea, Assistant Superintendent for Educational Services, Ms. Kara Bowes, School Business Executive, an administrator, and a faculty member.

CALL TO ORDER: At 6:58 p.m., it was moved by S. Peters, seconded by S. Graves to call the meeting to order.

Motion carried: 6-0

PLEDGE OF ALLEGIANCE: The Pledge was recited.

It was moved by S. Graves, seconded by E. Webbinaro to **Appoint** Sherri Provost as **District Clerk** for the 2023-2024 school year.

Motion carried: 6-0

It was moved by S. Peters, seconded by E. Webbinaro to **Appoint** the Superintendent of Schools, Assistant Superintendent for Educational Services, School Business Executive, School Board President, and School Board Vice President as **Pro Tem District Clerks**, as needed, for the 2023-2024 school year.

Motion carried: 6-0

ELECTION OF OFFICERS—District Clerk, CHAIRPERSON:

NOMINATIONS: The District Clerk called for nominations for President of the Board of Education for the 2023-2024 school year. It was moved by S. Peters, seconded by M. Hamilton to nominate B. Berry. No other nominations came/moved forward and nominations were closed. Ms. Berry accepted the nomination/ office.

Motion carried: 6-0

OATH OF OFFICE: The Oaths of Office were administered by the District Clerk to B. Berry, for the offices of newly re-elected Board President and for Pro Tem District Clerk, who then proceeded with the remainder of the meeting.

OATH OF OFFICE: The Oaths of Office were administered by the newly re-elected President to the District Clerk and Pro Tem District Clerks.

NOMINATIONS: B. Berry, Board President, called for nominations for Vice President of the Board of Education for the 2023-2024 school year. It was moved by S. Peters, seconded by S. Graves to nominate S. Mitchell. No other nominations came/moved forward and nominations were closed. Since Ms. Mitchell was not in attendance, the District Clerk will contact her to confirm acceptance of the nomination/office and subsequently administer the Oath of Office.

Motion carried: 6-0

OATH OF OFFICE: The Oath of Office was administered by the District Clerk to S. Mitchell, for the office of newly re-elected Board Vice President and for Pro Tem District Clerk, on July 20, 2023.

RESOLUTION: It was moved by S. Peters, seconded by E. Webbinaro to adopt the following **RESOLUTION:**
BE IT RESOLVED that the Vice President be authorized to assume all responsibilities and perform all duties in the absence of the President.

Motion carried: 6-0

OATH OF OFFICE: The Oath of Office was administered by the District Clerk to the Superintendent of Schools.

APPROVAL OF THE AGENDAS (reorganizational & regular monthly): It was moved by M. Hamilton, seconded by S. Boswell-Davies to approve the agendas with the following revisions:

8. CONSENT AGENDA – PERSONNEL.

B.

REVISE

TBD for Bowes - insert date of **August 31, 2023**

ADD

Approve retirement, resignation, or separation for:

Employee	Position	Program	Effective Date	Retirement	Resignation	Separation
Lucas Perez	Social Studies Teacher	Secondary	September 1, 2023		X	

C.

REVISE

Approve appointments for:

Employee	Position	Program	Effective Date	Compensation	Comments
Lindsey Marking	Typist	District	July 1, 2023	\$30,644 (step 5)	Transfer from 12-month to 11-month, 7.5 hrs/day, newly created/ budget enhancement/ replacing Leta (resigned), Elementary assignment currently
Ryley Duffy	Duffy, who is initially certified in the Social Studies 7-12 area, is hereby appointed to the position of 1.0 FTE Social Studies Teacher, in the Social Studies tenure area	Secondary	For a probationary period commencing on September 1, 2023 and anticipated to end on August 31, 2027	\$52,892 (step 1, col 2 BA+36)	Replacing Bowes (resigned)

ADD

Approve appointments for:

Employee	Position	Program	Effective Date	Compensation	Comments
Molly Lawliss	Lawliss, who is initially certified in the Childhood Education (Grades 1-6) and Early Childhood Education (Birth-Grade 2) areas, is hereby appointed to the position of 1.0 FTE Elementary Teacher, in the Elementary tenure area	Elementary/ Middle	For a probationary period commencing on September 1, 2023 and anticipated to end on August 31, 2027	\$55,032 (step 5, col 1 BA-BASE)	Replacing Brindisi (resigned)

Amy Parker	Parker, who is professionally certified in the Childhood Education (Grades 1-6) and Early Childhood Education (Birth-Grade 2) areas, is hereby appointed to the position of 1.0 FTE Elementary Teacher, in the Elementary tenure area	Elementary/Middle	For a probationary period commencing on September 1, 2023 and anticipated to end on August 31, 2027	\$52,002 (step 2, col 1 BA-BASE)	Replacing Brindisi (resigned)
Hannah Jock	Jock, who is not currently certified in any areas, is hereby appointed to the non-probationary position of Long Term Substitute (LTS) 1.0 FTE Physical Education Teacher. This service will not be credited toward tenure	District	September 1, 2023 - a date not to exceed June 30, 2024	\$50,992 (step 1, col 1 BA-BASE)	Pending a Feinerman Agreement, contingent upon completion of 30 days in the same assignment, Elementary assignment currently, replacing Marshall (TOSA)
Rebecca Giroux	Registered Nurse (RN)	District	September 1, 2023	\$50,992 (step 1, col 1)	Full-Time, replacing DeLong (resigned), 52-wk probationary period

Motion carried: 6-0

It was moved by S. Graves, seconded by S. Boswell-Davies to approve the **School Attorney Agreement** for the 2023-2024 school year with Stafford, Owens, Murnane, Kelleher, Miller, Meyer & Zedick, PLLC.

Motion carried: 6-0

It was moved by E. Webbinaro, seconded by M. Hamilton to approve the **Legal Counsel Agreement** for the 2023-2024 school year with Honeywell Law Firm, PLLC.

Motion carried: 6-0

It was moved by E. Webbinaro, seconded by S. Graves to approve the **Independent Contractor Agreement** with Laurie Eamer for medical/health services for the 2023-2024 through 2025-2026 school years.

Motion carried: 6-0

CONSENT AGENDA: It was moved by S. Peters, seconded by E. Webbinaro to **Appoint** the following **Officers** for the 2023-2024 school year:

EMPLOYEE	POSITION	EMPLOYEE	POSITION
Jessica LaClair	School District Treasurer	Donya Banker	School Tax Collector
Krista Devins	Deputy School District Treasurer	Marilyn Breliia	Internal Claims Auditor

Motion carried: 6-0

CONSENT AGENDA: It was moved by S. Graves, seconded by E. Webbinaro to **Appoint** the following **Individuals** for the 2023-2024 school year:

EMPLOYEE/ORGANIZATION	POSITION	EMPLOYEE/ORGANIZATION	POSITION
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Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC	School Attorney	Matthew LeFevre	Asbestos (LEA) Designee
TBD	Central Treasurer for Student Activities	Kara Bowes	Purchasing Agent
Boulrice & Wood CPAs, PC	Independent Auditor	Matthew Berry	Chief Faculty Advisor (co-curricular)
Krista Devins	Records Access Officer (RAO/FOIL)	Matthew Berry & Sara Simon-Shult	Title IX Officer
Kara Bowes	Records Access Appeal Officer	Scott Storms	Advocacy/Legislative Liaison with the New York State School Boards Association (NYSSBA)
Scott Storms	Records Access Alternate Appeal Officer	Shannon Rabideau	Americans w/Disabilities Act (ADA) Coordinator
Sherri Provost	Records Management Officer (RMO)	Laurie Eamer	Medical/Student Health Services Provider
Sherri Provost	Fingerprint Coordinator	Matthew LeFevre	Pesticide Control Officer
Joha Battin	Faculty Auditor (co-curricular)	Carl Seyfarth, Jr.	Internal Auditor
Shannon Pitcher-Boyea & Shannon Rabideau	Co-Categorical Grants Administrators	Shannon Pitcher-Boyea	Civil Rights Data Collection (CRDC) Coordinator
Shannon Pitcher-Boyea	ENL/ELL/ESL/ESOL Coordinator	Shannon Pitcher-Boyea	Homeless Liaison
Shannon Pitcher-Boyea	Homeschooling Coordinator	Matthew LeFevre	Material Safety Data Sheet (MSDS/SDS) Coordinator
Shannon Rabideau	Medicaid Services Officer	Matthew Berry	Medicaid Compliance Officer
Shannon Pitcher-Boyea	Migrant Education Coordinator	Shannon Rabideau	Health/Medical Administrator
Matthew Berry	High School DASA Coordinator	James Manchester	Middle School DASA Coordinator
Sara Simon-Shult & Mary Sexton	Elementary DASA Coordinators	Krista Devins	Workers' Compensation Coordinator
Shannon Rabideau	Student Accident Coordinator	Shannon Pitcher-Boyea	Dignity for All Students Act (DASA) District Coordinator
Shannon Pitcher-Boyea & Shannon Rabideau	Co-Chief Information Officers (CIO)/Student Data Warehousing Coordinators	Nicholas Damiani	Data Privacy Officer
Kara Bowes	Pandemic Safety Compliance Officer (PSCO)	Shannon Rabideau	Alternate Pandemic Safety Compliance Officer (Alternate PSCO)
Amie Marshall	Athletic Coordinator	Harris Beach PLLC, Honeywell Law Firm	Special Counsels

Motion carried:

6-0

It was moved by E. Webinarro, seconded by M. Hamilton to adopt the following **RESOLUTION** regarding Clinton, Essex, Warren & Washington Counties, Board of Cooperative Education Services:

BE IT RESOLVED that the Board of Education appoints Scott Storms, Superintendent of Schools, as a member of the Clinton, Essex, Warren & Washington Counties Health Consortium Board of Directors & Trustee, to the Executive Committee for this District during the 2023-2024 fiscal year.

Motion carried: 6-0

It was moved by E. Webbinaro, seconded by S. Boswell-Davies to designate official financial institutions as **Depositories** for **Operating Funds** using TD Bank, Greene County Commercial Bank, Glens Falls National Bank, New York Cooperative Liquid Assets Securities System (NYCLASS), and New York Liquid Asset Fund (NYLAF) .

Motion carried: 6-0

It was moved by E. Webbinaro, seconded by S. Peters to designate official bank **Depositories** for **Scholarship Funds** using TD Bank.

Motion carried: 6-0

It was moved by E. Webbinaro, seconded by M. Hamilton to adopt the following **RESOLUTION** regarding Cooperative Purchasing:
BE IT RESOLVED that the Peru Central School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the Cooperative [Purchasing Agreement](#) for the 2023-2024 school year.

Motion carried:
6-0

It was moved by E. Webbinaro, seconded by S. Boswell-Davies to adopt the following **RESOLUTION** regarding the Regulated Extraclassroom Activity Fund:

BE IT RESOLVED that the Board of Education of the Peru Central School District regulate the Extraclassroom Activity Fund, as established by the NYS Department of Education, for setting up accounting procedures that conform to the Regulations of the Commissioner of Education for the control of extraclassroom activity funds of this District during 2023-2024, as outlined in Finance Pamphlet #2, [The Safeguarding, Accounting, and Auditing of Extraclassroom Activity Funds](#) (Revised 2019).

Motion carried:
6-0

It was moved by E. Webbinaro, seconded by M. Hamilton to adopt the following **RESOLUTION** regarding Regular Monthly Board Meetings:
BE IT RESOLVED that the regular monthly meetings of the Board of Education of the Peru Central School District for the 2023-2024 school year be held on the second Tuesday of each month, with the exception of October, which shall be held on the third Tuesday, October 17, 2023.

Motion carried: 6-0

It was moved by E. Webbinaro, seconded by S. Peters to **Designate** the PRESS REPUBLICAN as the **Official Newspaper**.

Motion carried:
6-0

CONSENT AGENDA: It was moved by S. Peters, seconded by E. Webbinaro to authorize the following designations:

DESIGNEE	TASK
School Business Executive	Certify payroll
Superintendent of Schools	Approve, if and as appropriate, conferences identified as consistent with district goals and priorities for continuous improvement
District Office	Establish Petty Cash Fund for \$100.00
Elementary School	Establish Petty Cash Fund for \$25.00
Middle/High School	Establish Petty Cash Fund for \$25.00
School Lunch Fund	Establish Petty Cash Fund for \$100.00
School Tax Collector	Establish Petty Cash Fund for \$100.00 during 2 month tax collection period
District Treasurer	Authority to sign checks
Deputy District Treasurer	Authority to sign checks in the absence of the district treasurer
School Business Executive	Authority to sign checks in the absence of both the district treasurer and the deputy district treasurer
Superintendent of Schools	Authorize budget transfers up to and including \$5,000
Superintendent of Schools	Authorize to exceed the \$5,000 budget transfer limitation when moving funds within a given secondary classification and description of expenditure (object code). For example, moving funds within Operation of Plant from the contractual object code of electricity to the contractual object code of telephone.
School Business Executive	Authorize loans to the special aid fund and capital fund, to meet requirements of Federal and State grants, on an as needed basis

Superintendent of Schools	Official representative of the Peru Central School District authorized to sign all applications and forms required for Federal and State Programs and Grants
Superintendent of Schools	Official Designee to approve and sign all applications for Corrected Tax Rolls. The BOE will be notified of action at the next scheduled meeting.
Superintendent of Schools	Authorize to approve capital project change orders up to and including \$25,000.
Board of Education Construction Committee	Authorize to approve capital project change orders up to and including \$50,000.

Motion carried: 6-0

CONSENT AGENDA: It was moved by E. Webbinaro, seconded by S. Graves to approve **Bonding of Personnel** as follows:

PERSONNEL	AMOUNT
District Treasurer	(\$3,000,000.00)
Deputy District Treasurer	(\$3,000,000.00)
School Tax Collector	(\$3,000,000.00)
Employees: Faithful Performance Benefit Bond	(\$3,000,000.00)

Motion carried:
6-0

CONSENT AGENDA: It was moved by S. Peters, seconded by S. Graves to approve **Other Items** as follows:

Establish a mileage rate reimbursement of 65.5 cents per mile, to coincide with the IRS [mileage rate](#), for employees who use their own personal vehicles for official business.

Approve the District’s 2023-2024 district credit card use plan, calling for continued use of one credit card account, with one plastic card maintained by the School Business Executive, for use as delegated by the Superintendent of Schools.

Establish Substitute Rates for 2023-2024 as follows:

Position	Rate	Position	Rate
Teacher Aide	\$14.20/hr	Food Service Helper	\$14.20/hr
Typist	\$14.20/hr	Maintenance Worker	\$14.20/hr
Custodial Worker	\$14.20/hr	Automotive Mechanic	\$15.86/hr
School Monitor	\$14.20/hr	Permanent Building Substitute Teacher	\$130/day
School Bus Monitor	\$14.20/hr	Substitute Teaching Assistant	\$106.50/day
Substitute Licensed Practical Nurse (LPN)	\$115/day	Substitute Registered Nurse (RN)	\$135/day
Per Diem Substitute Teacher, Peru Retiree with Professional or Permanent Certification	\$150/day	Per Diem Substitute Teacher, Peru Retiree with Teaching Assistant Certification	\$120/day
Per Diem Substitute Teacher (Non-Certified with no degree or Associate’s Degree)	\$115/day	Per Diem Substitute Teacher (Non-Certified with Bachelor’s Degree or equivalent in combined B.S./M.S.Ed. program)	\$120/day
School Bus Driver	80% of appointed bus driver per run rate (based on 200	Per Diem Substitute Teacher (Certified)	\$125/day

	days), \$15.97/hr for training/testing		
Cook Manager	\$14.49/hr	Election/Poll Inspector/Coordinator	\$15.00/hr
Temporary Records Inventory/Planning Clerk	\$15.00/hr		

Motion carried: 6-0

The Board then continued/proceeded with the Regular Monthly Meeting.