

Peru Central School District
17 School Street, Peru, NY 12972
High School Community Room
6:00 PM Reorganizational Board Meeting
6:15 PM Regular Monthly Meeting

1. **OATH OF OFFICE** administered by the District Clerk to new Board Member Mark Hamilton.

2. **CALL TO ORDER.**

Action

3. **PLEDGE OF ALLEGIANCE.**

4. **ROLL CALL.**

5. **APPOINT** Sherri Provost as **DISTRICT CLERK** for the 2021-2022 school year.

Action

6. **APPOINT** Dr. Thomas Palmer, Randolph B. Sapp, and the School Board President and Vice President as Pro Tem District Clerk, as needed, for the 2021-2022 school year.

Action

7. **ELECTION OF OFFICERS**—District Clerk, CHAIRPERSON

NOMINATIONS: the District Clerk calls for nominations for President of the Board of Education for the 2021-2022 school year.

Action

OATH OF OFFICE: administered by the District Clerk to the newly elected President, who proceeds with the remainder of the meeting.

OATH OF OFFICE: administered by the newly-elected President to the District Clerk.

NOMINATIONS: the new President calls for nominations for Vice President of the Board of Education for the 2021-2022 school year.

Action

OATH OF OFFICE: administered by the District Clerk to the newly elected Vice President.

RESOLUTION: that the Vice President be authorized to assume all responsibilities and perform all duties in the absence of the President.

Action

OATH OF OFFICE: administered by the District Clerk to the Superintendent of Schools.

8. **CONSIDER APPROVAL OF THE AGENDA.**

Action

9. Approve a **School Attorney Agreement** for the 2021-2022 school year with Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC at a rate of \$205.00 per hour for attorney services and \$90.00 per hour for paralegal services.

Action

10. Approve an **Engagement Agreement for Legal Services** for the 2021-2022 school year with Harris Beach, PLLC at a rate of \$235 per hour for attorneys and \$110 per hour for ancillary professional services.

Action

11. **CONSENT AGENDA** – Appoint the following Officers for the 2021-2022 school year:

| EMPLOYEE | POSITION | EMPLOYEE | POSITION |
|----------------------|--|-----------------------|-------------------------|
| Kara Taylor | School District Treasurer | Donya Banker | Collector of Taxes |
| Krista Devins | Deputy School District Treasurer | Marilyn Brelia | Internal Claims Auditor |
| Susan Wagner | Temporary, Part-Time Deputy School District Treasurer (7/1/21 - 12/31/21 only) | | |

Action

12. **CONSENT AGENDA** - Appoint the following individuals for the 2021-2022 school year:

| EMPLOYEE/ORGANIZATION | POSITION | EMPLOYEE/ORGANIZATION | POSITION |
|--|---|--|---|
| Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC | School Attorney | Matthew LeFevre | Asbestos (LEA) Designee |
| Kathryn Vincelette | Central Treasurer for Student Activities | Randolph B. Sapp | Purchasing Agent |
| Boulrice & Wood CPAs, PC | Independent Auditor | Matthew Berry | Chief Faculty Advisor (co-curricular) |
| Krista Devins | Records Access Officer (RAO) | Assistant Superintendent for Educational Services | Title IX Officer |
| Randolph B. Sapp | Records Access Appeal Officer | Dr. Thomas Palmer | Advocacy/Legislative Liaison with the New York State School Boards Association (NYSSBA) |
| Dr. Thomas Palmer | Records Access Alternate Appeal Officer | Shannon Rabideau | Americans w/Disabilities Act (ADA) Coordinator |
| Sherri Provost | Records Management Officer (RMO) | CVES Co-Ser 565 | 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 |
| Assistant Superintendent for Educational Services, Shannon Rabideau | Co-Categorical Grants Administrators | Assistant Superintendent for Educational Services | Civil Rights Data Collection (CRDC) Coordinator |
| Assistant Superintendent for Educational Services | ENL/ELL/ESL/ESOL Coordinator | Joha Battin | Homeless Liaison |
| Assistant Superintendent for Educational Services | Homeschooling Coordinator | Matthew LeFevre | Material Safety Data Sheet (MSDS) Coordinator |
| Shannon Rabideau | Medicaid Services Officer | Matthew Berry | Medicaid Compliance Officer |
| Assistant Superintendent for Educational Services | Migrant Education Coordinator | Shannon Rabideau | Health/Medical Administrator |
| Matthew Berry | High School DASA Coordinator | Scott Storms | Middle School DASA Coordinator |
| Mary Sexton | Elementary DASA Coordinator | Krista Devins | Workers' Compensation Coordinator |
| Shannon Rabideau | Student Accident Coordinator | Assistant Superintendent for Educational Services | Dignity for All Students Act (DASA) District Coordinator |
| Assistant Superintendent for Educational Services, Shannon Rabideau | Co-Chief Information Officers (CIO)/Student Data Warehousing Coordinators | Nicholas Damiani | Data Privacy Officer |
| Randolph Sapp | Pandemic Safety Compliance Officer (PSCO) | Shannon Rabideau | Alternate Pandemic Safety Compliance Officer (Alternate PSCO) |
| Diana Bartholomew | Athletic Coordinator, pending a MOA | | |

Action

13. Adopt the following **RESOLUTION** regarding Clinton, Essex, Warren & Washington Counties, Board of Cooperative Education Services:

BE IT RESOLVED that the Board of Education appoints Dr. Thomas Palmer, Superintendent of Schools, as a member of the Clinton, Essex, Warren & Washington Counties Health Consortium Board of Directors & Trustee with Randolph B. Sapp, School Business Administrator, to the Executive Committee for this District during the 2021-2022 fiscal year. Action

14. 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) . Action

15. Designate Official Bank Depositories for Scholarship Funds using TD Bank. Action

16. 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 2021-2022 school year. Action

17. Accept the 2021-2022 POLICY STATEMENT for Free and Reduced Price Meals or Free Milk Programs, including the Community Eligibility Provision (CEP). Action

18. Accept the National School Lunch Program (NSLP) Seamless Summer Option (SSO), which allows the District to provide free breakfast and lunch to all students during the 2021-2022 school year, via a nationwide waiver during COVID-19 operations. Action

19. 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 2021-2022, as outlined in Finance Pamphlet #2, The Safeguarding, Accounting, and Auditing of Extraclassroom Activity Funds (Revised 2019). Action

20. 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 2021-2022 school year be held on the second Tuesday of each month, with the exception of July, which will be held on the first Tuesday, July 6, 2021. Action

21. Designate the PRESS REPUBLICAN as the **Official Newspaper**. Action

22. **CONSENT AGENDA** – Authorize the following designations:

| DESIGNEE | TASK |
|---------------------------|--|
| Business Administrator | 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 buildings | Establish Petty Cash Fund for \$25.00 |
| Jr/Sr High School | Establish Petty Cash Fund for \$25.00 |
| School Lunch Fund | Establish Petty Cash Fund for \$100.00 |
| 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 |

| | |
|---|---|
| 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. |
| Business Administrator | 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. |

Action

23. CONSENT AGENDA – Approve Bonding of Personnel as follows:

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

Action

24. CONSENT AGENDA – Other Items.

A. Approve 2021-2022 faculty/staff meal prices as follows:

| Adult Breakfast | Adult Lunch | Milk |
|------------------|---------------------|---------------------|
| A la carte + tax | 4.60 (includes tax) | 0.90 (includes tax) |

B. Establish mileage rate reimbursement to follow the IRS [mileage rate](#) for employees who use their own personal vehicles for official business. The current IRS mileage rate is 56 cents per mile.

C. Approve the school district’s 2021-2022 district credit card use plan, calling for continued use of one credit card account, with one plastic card maintained by the School Business Administrator, for use as delegated by the Superintendent of Schools.

D. Establish a rate of \$13.00 per hour for Election/Poll Inspector/Coordinator for the 2021-2022 school year.

E. Establish a rate of \$14.00 per hour for Temporary Records Inventory/Planning Clerk for the 2021-2022 school year.

F. Establish Substitute Rates for 2021-2022 as follows:

| Position | Rate | Position | Rate |
|---|------------|---------------------------------------|------------|
| Teacher Aide | \$12.50/hr | Food Service Helper | \$12.50/hr |
| Typist | \$12.50/hr | Maintenance Worker | \$12.95/hr |
| Custodial Worker | \$12.50/hr | Automotive Mechanic | \$15.55/hr |
| School Monitor | \$12.50/hr | Permanent Building Substitute Teacher | \$120/day |
| School Bus Monitor | \$12.50/hr | Substitute Teaching Assistant | \$85/day |
| Substitute Licensed Practical Nurse (LPN) | \$105/day | Substitute Registered Nurse (RN) | \$125/day |

| | | | |
|--|--|---|------------|
| Per Diem Substitute Teacher, Peru Retiree | \$120/day | Per Diem Substitute Teacher (Non-Certified with Bachelor's Degree or equivalent in combined B.S./M.S.Ed. program) | \$100/day |
| Per Diem Substitute Teacher (Non-Certified with no degree or Associate's Degree) | \$90/day | School Bus Driver (training/testing hourly rate) | \$15.97/hr |
| School Bus Driver (per run rate) | 70% of appointed bus driver per run rate (based on 200 days) | Per Diem Substitute Teacher (Certified) | \$115/day |
| Cook Manager | \$14.21/hr | | |

G. Establish the following rates for 2021-2022 for particular services provided by the Buildings & Grounds, Food Service, and Transportation departments:

| Program | Service | Rate | Program | Service | Rate |
|---------------------|-------------------------------------|---|----------------|---------------------------------|---|
| Food Service | Catering | \$31/hr | Food Service | Set-up/Delivery/Clean-up | \$25/event |
| Transportation | Non District-Related Transportation | \$35.25/hr, \$69.50/run, \$320.75 daily/overnight, \$3.06/mile | Transportation | District-Related Transportation | \$29.75/hr, \$271.50 daily/overnight, \$1.45/mile |
| Buildings & Grounds | Custodial | \$30/hr regular pay, \$45/hr time and one-half pay, \$65/hr holiday pay | | | |

Action

25. **ADJOURN** for Regular Meeting.

Action

