

Peru Central School District
Jr/Sr High School Community Room
6:15 P.M. – Reorganizational Board Meeting
Via Google Meet (Executive Orders originating at 202.1)
6:30 Regular Monthly Meeting

1. **OATH OF OFFICE** administered by the District Clerk to re-elected Board Member Steven Peters and new Board Member Sarah Graves.

2. **CALL TO ORDER.**

ACTION

3. Adopt the following **RESOLUTION**:

RESOLVED, that the annual school board reorganizational meeting be held on the second Tuesday in July, which is July 14, 2020.

ACTION

4. **PLEDGE OF ALLEGIANCE.**

5. **ROLL CALL.**

6. **APPOINT** Sherri Provost as **DISTRICT CLERK** for the 2020-2021 school year.

ACTION

7. **APPOINT** Dr. Thomas Palmer, Randolph B. Sapp, and the School Board President and Vice President as Pro Tem District Clerk, as needed, for the 2020-2021 school year.

ACTION

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

NOMINATIONS: the District Clerk calls for nominations for President of the Board of Education for the 2020-2021 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 2020-2021 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.

9 **CONSIDER APPROVAL OF THE AGENDA.**

ACTION

10. Approve a **School Attorney Agreement** for the 2020-2021 school year with Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC at a rate of \$195.00 per hour for attorney services and \$85.00 per hour for paralegal services.

ACTION

11. Approve an **Engagement Agreement for Legal Services** for the 2020-2021 school year with Harris Beach, PLLC at a rate of \$235 per hour for attorneys and \$110 per hour for ancillary professional services.

ACTION

12. Authorize an **Agreement** with Laurie Eamer to provide **medical/student health services** for the 2020-2021 school year.

ACTION

13. **CONSENT AGENDA** – Appoint the following Officers for the 2020-2021 school year:

EMPLOYEE	POSITION	EMPLOYEE	POSITION
Susan Wagner	School District Treasurer	Donya Banker	Collector of Taxes
Krista Devins	Deputy School District Treasurer	Marilyn Brelia	Internal Claims Auditor

ACTION

14. **CONSENT AGENDA** - Appoint the following individuals for the 2020-2021 school year:

EMPLOYEE/ORGANIZATION	POSITION	EMPLOYEE/ORGANIZATION	POSITION
Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC	School Attorney	Matthew LeFevre	Asbestos (LEA) Designee
Michelle LeClair	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)	Michelle Rawson, Scott Storms	Co-Title IX Officer(s)
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
Sherrri Provost	Records Management Officer (RMO)	Laurie Eamer	Medical/Student Health Services Provider
Sherrri Provost	Fingerprint Coordinator	Matthew LeFevre	Pesticide Control Officer
Joha Battin	Faculty Auditor (co-curricular)	Carl Seyfarth, Jr.	Internal Auditor
Amy Campbell, Shannon Rabideau	Co-Categorical Grants Administrators	Amy Campbell	Civil Rights Data Collection (CRDC) Coordinator
Amy Campbell	ENL/ELL/ESL/ESOL Coordinator	Joha Battin	Homeless Liaison
Amy Campbell	Homeschooling Coordinator	Matthew LeFevre	Material Safety Data Sheet (MSDS) Coordinator
Shannon Rabideau	Medicaid Services Officer	Matthew Berry	Medicaid Compliance Officer
Amy Campbell	Migrant Education Coordinator	Shannon Rabideau	Health/Medical Administrator
Matthew Berry	High School DASA Coordinator	Scott Storms	Middle School DASA Coordinator
Michelle Rawson	Elementary DASA Coordinator	Krista Devins	Workers' Compensation Coordinator
Shannon Rabideau	Student Accident Coordinator	Amy Campbell	Dignity for All Students Act (DASA) District Coordinator
Amy Campbell, Shannon Rabideau	Co-Chief Information Officers (CIO)/Student Data Warehousing Coordinators		

ACTION

15. 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 2020-2021 fiscal year.

ACTION

16. 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

17. Designate Official Bank Depositories for Scholarship Funds using TD Bank and NBT and Peru Federal Credit Union.

ACTION

18. 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 guidelines set forth in the Cooperative Purchasing Agreement for the 2020-2021 school year.

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 2020-2021, 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 2020-2021 school year be held on the second Tuesday of each month, with the exception of August, which will be held on the third Tuesday, August 18, 2020.

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 2020-2021 student and staff [meal prices](#) as follows:

2020-2021 Proposal	Breakfast Pre-K-5	Breakfast 6-12	Lunch Pre-K-5	Lunch 6-12	Adult Breakfast	Adult Lunch	Milk
Proposed	1.70	2.05	2.65	2.90	A la carte + tax	4.60 (includes tax)	0.85 students; 0.90 staff (includes tax)
Current	1.60	1.95	2.55	2.80	A la carte + tax	4.60 (includes tax)	0.70 students; 0.75 staff (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 57.5 cents per mile.

C. Approve the school district’s 2020-2021 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 \$12.50 per hour for Election/Poll Inspector/Coordinator for the 2020-2021 school year.

E. Establish a rate of \$12.50 per hour for Temporary Records Inventory/Planning Clerk for the 2020-2021 school year.

F. Substitute Rates July 1 – December 30, 2020:

Position	Rate	Position	Rate
Teacher Aide	\$12.04/hr	Food Service Helper	\$12.04/hr
Typist	\$12.11/hr	Maintenance Worker	\$12.95/hr
Custodial Worker	\$12.04/hr	Automotive Mechanic	\$15.55/hr
School Monitor	\$12.04/hr	Permanent Building Substitute Teacher	\$120/day
School Bus Monitor	\$12.04/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 run rate (based on 200 days)	Per Diem Substitute Teacher (Certified)	\$115/day
Cook Manager	\$14.21/hr		

G. Substitute Rates December 31, 2020 – June 30, 2021, corresponding to NYS [Minimum Wage](#) increase:

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		

H. Establish the following rates for 2020-2021 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/hr, \$69/run, \$318 daily/overnight, \$2.28/mile	Transportation	District-Related Transportation	\$29.75/hr, \$270.50 daily/overnight \$1.00/mile
Buildings & Grounds	Custodial	\$30/hr regular pay, \$45/hr time and one-			

		half pay, \$65/hr holiday pay			
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ACTION

25. **ADJOURN** for Regular Meeting.

ACTION