

Peru Central School District  
17 School Street, Peru, NY 12972  
High School Community Room  
6:30 PM Reorganizational Board Meeting  
6:45 PM Regular Monthly Meeting  
Ms. Bonnie Berry, Presiding

ROLL CALL:

Ms. Sarah Graves - present  
Mr. Mark Hamilton – present  
Ms. Sarah Mitchell - present  
Mr. Steven Peters –absent  
Mr. Scott Thurber – present  
Mr. Edward Webbinaro - present

**ALSO PRESENT:** Mr. Scott Storms, Superintendent of Schools, Randolph B. Sapp, School Business Administrator, and faculty.

At 6:31 p.m., the **OATH OF OFFICE** was administered by the District Clerk to newly elected Board Member Edward Webbinaro.

**CALL TO ORDER:** At 6:32 p.m., it was moved by S. Thurber, seconded by S. Mitchell to call the meeting to order.

Motion carried: 6-0

**PLEDGE OF ALLEGIANCE:** The Pledge was recited.

It was moved by S. Mitchell, seconded by M. Hamilton to **APPOINT** Sherri Provost as **DISTRICT CLERK** for the 2022-2023 school year.

Motion carried: 6-0

It was moved by S. Mitchell, seconded by S. Graves to **APPOINT** the Superintendent of Schools, School Business Administrator, School Board President and School Board Vice President as Pro Tem District Clerk, as needed, for the 2022-2023 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 2022-2023 school year. It was moved by S. Mitchell, seconded by S. Graves to nominate **Bonnie Berry**. Ms. Berry accepted the nomination/office.

Motion carried: 6-0

OATH OF OFFICE: The Oath of Office was administered by the District Clerk to the newly elected President, who then proceeded with the remainder of the meeting.

OATH OF OFFICE: The Oath of Office was administered by the newly re-elected President to the District Clerk.

NOMINATIONS: B. Berry, BOE President, called for nominations for Vice President of the Board of Education for the 2022-2023 school year. It was moved by S. Thurber, seconded by M. Hamilton to nominate **Sarah Mitchell**. Ms. Mitchell accepted the nomination/office.

Motion carried: 6-0

OATH OF OFFICE: The Oath of Office was administered by the District Clerk to the newly elected Vice President.

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

**CONSIDER APPROVAL OF THE AGENDA:** It was moved by S. Graves, seconded by M. Hamilton to approve the agenda as written.

Motion carried: 6-0

It was moved by S. Graves, seconded by S. Thurber to adopt the following **RESOLUTION**:

**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

It was moved by S. Graves, seconded by S. Mitchell to approve a **School Attorney Agreement** for the 2022-2023 school year with Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC at a rate of \$215.00 per hour for attorney services and \$90.00 per hour for paralegal services.

Motion carried: 6-0

It was moved by S. Mitchell, seconded by M. Hamilton to approve an **Engagement Agreement for Legal Services** for the 2022-2023 school year with Harris Beach, PLLC at a rate of \$240 per hour for attorneys and \$110 per hour for ancillary professional services.

Motion carried: 6-0

It was moved by S. Thurber, seconded by M. Hamilton to approve an **Independent Contractor Agreement** with Laurie Eamer for medical/health services for the 2022-2023 school year.

Motion carried: 6-0

**CONSENT AGENDA:** It was moved by S. Mitchell, seconded by M. Hamilton to appoint the following Officers for the 2022-2023 school year:

EMPLOYEE	POSITION	EMPLOYEE	POSITION
Kara Bowes	School District Treasurer	Donya Banker	School Tax Collector
Krista Devins	Deputy School District Treasurer	Marilyn Brelia	Internal Claims Auditor

Motion carried: 6-0

**CONSENT AGENDA:** It was moved by S. Thurber, seconded by S. Mitchell to appoint the following individuals for the 2022-2023 school year:

EMPLOYEE/ORGANIZATION	POSITION	EMPLOYEE/ORGANIZATION	POSITION
Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC	School Attorney	Matthew LeFevre	Asbestos (LEA) Designee
TBD	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/FOIL)	Matthew Berry & Sara Simon-Shult	Title IX Officer
Randolph B. Sapp	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
Assistant Superintendent for Educational Services & Shannon Rabideau	Co-Categorical Grants Administrators	Assistant Superintendent for Educational Services	Civil Rights Data Collection (CRDC) Coordinator
Mary Sexton	ENL/ELL/ESL/ESOL Coordinator	Joha Battin	Homeless Liaison
James Manchester	Homeschooling Coordinator	Matthew LeFevre	Material Safety Data Sheet (MSDS/SDS) Coordinator
Shannon Rabideau	Medicaid Services Officer	Matthew Berry	Medicaid Compliance Officer

<b>Sara Simon-Shult</b>	Migrant Education Coordinator	<b>TBD</b>	Health/Medical Administrator
<b>Joha Battin</b>	High School DASA Coordinator	<b>James Manchester</b>	Middle School DASA Coordinator
<b>Mary Sexton</b>	Elementary DASA Coordinator	<b>Krista Devins</b>	Workers' Compensation Coordinator
<b>TBD</b>	Student Accident Coordinator	<b>Matthew Berry</b>	Dignity for All Students Act (DASA) District Coordinator
<b>Assistant Superintendent for Educational Services &amp; Shannon Rabideau</b>	Co-Chief Information Officers (CIO)/Student Data Warehousing Coordinators	<b>Nicholas Damiani</b>	Data Privacy Officer
<b>Randolph Sapp</b>	Pandemic Safety Compliance Officer (PSCO)	<b>Shannon Rabideau</b>	Alternate Pandemic Safety Compliance Officer (Alternate PSCO)
<b>Diana Bartholomew</b>	Athletic Coordinator, pending a MOA		

Motion carried:  
6-0

It was moved by S. Graves, 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 with Randolph B. Sapp, School Business Administrator, to the Executive Committee for this District during the 2022-2023 fiscal year.

Motion carried: 6-0

It was moved by S. Mitchell, seconded by M. Hamilton 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 S. Graves, seconded by S .Thurber to designate Official Bank Depositories for Scholarship Funds using TD Bank.

Motion carried: 6-0

It was moved by S. Mitchell, 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 2022-2023 school year.

Motion carried:  
6-0

It was moved by S. Graves, seconded by M. Hamilton 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 2022-2023, 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 S. Mitchell, seconded by S. Thurber 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 2022-2023 school year be held on the second Tuesday of each month, with the exception of April, which will be held on the third Tuesday, April 18, 2023.

Motion carried: 6-0

It was moved by S. Graves, seconded by M. Hamilton to **designate** the PRESS REPUBLICAN as the **Official Newspaper**.

**CONSENT AGENDA:** It was moved by S. Mitchell, seconded by S. Thurber to authorize the following designations:

DESIGNEE	TASK
School 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 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
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 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.

Motion carried: 6-0

**CONSENT AGENDA:** It was moved by M. Hamilton, seconded by S. Mitchell 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 M. Hamilton, seconded by S. Graves to approve other Items as follows:

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 62.5 cents per mile, effective July 1, 2022..

Approve the school district’s 2022-2023 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.

Establish Substitute Rates for 2022-2023 as follows:

Position	Rate	Position	Rate
Teacher Aide	\$13.46/hr	Food Service Helper	\$13.46/hr
Typist	\$13.46/hr	Maintenance Worker	\$13.46/hr
Custodial Worker	\$13.46/hr	Automotive Mechanic	\$15.86/hr
School Monitor	\$13.46/hr	Permanent Building Substitute Teacher	\$130/day
School Bus Monitor	\$13.46/hr	Substitute Teaching Assistant	\$95/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)	\$100/day	Per Diem Substitute Teacher (Non-Certified with Bachelor’s Degree or equivalent in combined B.S./M.S.Ed. program)	\$110/day
School Bus Driver	80% of appointed bus driver per run rate (based on 200 days), \$15.97/hr for training/testing	Per Diem Substitute Teacher (Certified)	\$125/day
Cook Manager	\$14.49/hr	Election/Poll Inspector/Coordinator	\$14.00/hr
Temporary Records Inventory/Planning Clerk	\$15.00/hr		

Establish the following rates for 2022-2023 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			

Motion carried: 6-0

**ADJOURN:** At 6:43 p.m., it was moved by S. Mitchell, seconded by M. Hamilton to adjourn this reorganization meeting and proceed with the Regular Monthly Meeting.

Respectfully,

Sherri Provost  
District Clerk