

MORRIS CENTRAL SCHOOL BOARD OF EDUCATION

Date of Meeting: July 8, 2021

Kind of Meeting: Re-organizational

Board Members Present: Mary Dugan, Emily Boss, Russell Tilley, Michael Walling

Others Present: Dr. Shannon Babbie, Superintendent; Principal Katharine Smith

The meeting was called to order by Mary Dugan at 6:30 p.m.

Oath for new Board member was removed.

On the motion of Russell Tilley, seconded by Michael Walling and carried 2 to 1, Mary Dugan was elected as President of the Board of Education. Yes: Russell Tilley, Michael Walling; No: Emily Boss

Judy Matson administered the Oath of Office to Board President Mary Dugan.

On the motion of Michael Walling, seconded by Russell Tilley and carried 4-0, Judy Matson was re-appointed as District Clerk. Mrs. Matson's stipend will be \$2,180.

The Oath of Office was administered to District Clerk, Judy Matson by President Mary Dugan.

On the motion of Mary Dugan, seconded by Michael Walling and carried 3-0 Russell Tilley was elected as Vice President of the Board of Education.

Judy Matson administered the Oath of Office to Russell Tilley.

On the motion of Michael Walling, seconded by Emily Boss, and carried 4-0, the following appointments were hereby made:

- a. District Treasurer – Shannon Harrington
- b. Deputy Treasurer – Katharine Smith
- c. Deputy District Clerk – Dr. Shannon Babbie
- d. Tax Collector – Joseph Tyson with a stipend of \$2,275.

The Oath of Office will be administered to the appointees at a later date.

On the motion Russell Tilley, seconded by Michael Walling, and carried 4-0, the following appointments were hereby made:

- a. School Physician – Bassett/Healthzone, Dr. Kerri LeBlanc, Dr. Chris Kjolhede
- b. School Attorney – Ferrara, Fiorenza, PC; Hogan, Sarzynski, Lynch, DeWind, & Gregory, LLP; Givin & Ferlazzo, PC; Harris Beach, PLLC
- c. Bond Attorney – Timothy R. McGill
- d. Census Enumerator – Elaine Parker
- e. Central Treasurer, Extra Classroom Activity Accounts – Judy Matson and Katharine Smith
- f. Attendance Officer – Renee Knapp
- g. Chief Information Officer – Dr. Shannon Babbie
- h. District External Auditor – Raymond G. Preusser, CPA, P.C.
- i. Asbestos (LEA) Designee – John Tol
- j. Safety Coordinator – Dr. Shannon Babbie
- k. Records Retention & Disposition Officer – Dr. Shannon Babbie
- l. Records Access Officer – Judy Matson
- m. School Purchasing Agent – Dr. Shannon Babbie
- n. Title IX / Section 504 / ADA Compliance Officer – Donna Stanistreet
- o. Liaison for Homeless Children and Youth – Kelly Catella
- p. Chemical Hygiene Officer – John Tol
- q. Civil Rights Compliance Officer – Dr. Shannon Babbie
- r. Dignity For All Coordinator – Lorraine Miller
- s. Internal Claims Auditor – ONC BOCES
- t. Medicaid Compliance Officer – Dr. Shannon Babbie
- u. Architectural Services – Bernier, Carr and Associates

- v. Foster Care Liaison – Kelly Catella
- w. Data Protection Officer – Greg Thom, stipend of \$1,067
- x. Substance Abuse Liaison – Katarzyna Baker
- y. District Data Specialist – Elaine Parker, stipend of \$1,599

On the motion of Russell Tilley, seconded by Michael Walling, and carried 4-0, the following designations were hereby made:

- a. Official Bank Depository – NBT, Community Bank, Delaware National Bank of Delhi, and JP Morgan Chase
- b. Regular Monthly Meeting – 3rd Thursday of the month, except July, October, and May. July is the 2nd Thursday, October is the 2nd Thursday, and May is the 3rd Tuesday. The meetings will be held at 6:30 p.m. in the Large Gym, except the May's meeting, which will be held at 7:00 p.m.
- c. Official Newspaper – The Daily Star
- d. Morris Central School District Audit Committee – The members of the Morris Central School Board of Education will serve as the membership of the mandated District Audit Committee.
- e. **Be It Resolved** that the Board of Education of the Morris Central School District designates Dr. Shannon Babbie to represent the District on the governing Board of the Catskill Area Schools Employee Benefit Plan for the plan year of 2021-2022. In the event this officer is unable to attend the Board meeting for a specific month, the District's interim designee will be Shannon Harrington.
- f. **Be It Resolved** that the Board of Education of the Morris Central School District declares that Morris Central School District exempt from having Internal Audits as per the New York State Law.

On the motion of Michael Walling, seconded by Russell Tilley, and carried 4-0 the following authorizations were hereby made:

- a. Payroll Certification Officer – Dr. Shannon Babbie
- b. **Be It Resolved** that the Board of Education of the Morris Central School District authorizes the Superintendent to make transfers within the General Fund up to \$1,000. These transfers will be reported to the Board at its next meeting.
- c. Authorization to establish a petty cash fund of \$100.
- d. Designation of Authorized Signatures of Checks:
 - 1. School Accounts – Shannon Harrington and Katharine Smith
 - 2. Student Accounts – Judy Matson and Katharine Smith
- e. Mileage Reimbursement – .56 cents
- f. Substitute Rates – Certified \$110, after 20 times subbing \$115 and after 30 times \$117.50; Uncertified \$100, after 20 times subbing \$105, after 30 times \$107.50; LTA \$89, teacher aide \$81.25; Registered Nurse \$110; LPN \$100; Retired MCS teachers \$120, after 20 times subbing \$145. Permanent substitutes \$115 per diem, for one month, and then they go to \$120 per diem, with single health insurance with a 20% contribution. Returning permanent substitutes will receive an increase of 3.25% with single health insurance with 20% contribution.
- g. Senior Citizen Exemption - \$18,000 w/no sliding scale
- h. Bonding – All District employees \$1,000,000

On the motion of Michael Walling, seconded by Russell Tilley, and carried 4-0, the following members of the Committee on Special Education is hereby made:

Chairperson – Donna Stanistreet
Alternate Chairperson – TBD
Psychologist – TBD

CSE – Donna Stanistreet – Director of Pupil Personnel
 TBD – School Psychologist
 School Counselor
 Special Education Teacher
 General Education Teacher
 Parent Representative

Parent of Student with Disability
Student with a Disability (if 14 or older – mandated)
CPSE – Donna Stanistreet – Director of Pupil Personnel
Parent Representative (if requested)
General Education Teacher
County Representative
Evaluator
Parent of Student with Disability

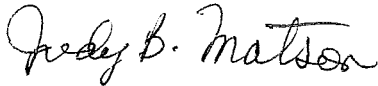
Be It Resolved that the Board of Education of the Morris School District will use the District specific list of Impartial Hearing Officers as maintained by the New York State Education Department's Impartial Hearing Reporting System on the motion of Michael Walling, seconded by Russell Tilley, and carried 4-0.

Be It Resolved that the Board of Education of the Morris Central School District approve the District Investment Policy #5220 was approved, as attached, on the motion of Michael Walling, seconded by Russell Tilley, and carried 4-0. (See Attachment #1)

Be It Resolved that the Board of Education of the Morris Central School District approves the re-adoption of all Policies and Code of Ethics that was in effect during the previous year, on the motion of Michael Walling, seconded by Russell Tilley, and carried 4-0.

The re-organizational meeting was closed at 6:36 p.m. on the motion of Emily Boss, seconded by Michael Walling, and carried 4-0.

Respectfully submitted,



Judy B. Matson
District Clerk

POLICY

2015

5220
2 of 2

Non-Instructional/Business
Operations

SUBJECT: DISTRICT INVESTMENTS (Cont'd.)

- e) Certificates of Deposits placed in a commercial bank authorized to do business in the State of New York providing the Certificates are collateralized as required by law.
 - 1. Deposits in excess of the amount insured by the Federal Deposit Insurance Corporation will be secured in accordance with subdivision 3 of the General Municipal Law Section 10.
 - 2. The District may, in its discretion, authorize the bank designated for the deposit of District funds to arrange for the redeposit of such funds in one (1) or more banking institutions, for the account of the District, through a deposit placement that meets the conditions set forth in General Municipal Law Section 10(2)(a)(ii).
- f) Securities purchased pursuant to a Repurchase Agreement whereby one party purchases securities from a second party and the second party agrees to repurchase those same securities on a specific future date at an agreed rate of return (the interest rate).

Implementation

Using the policy as a framework, regulations and procedures shall be developed which reflect:

- a) A list of authorized investments;
- b) Procedures including a signed agreement to insure the School District's financial interest in investments;
- c) Standards for written agreements consistent with legal requirements;
- d) Procedures for the monitoring, control, deposit and retention of investments and collateral which shall be done at least once a month;
- e) Standards for security agreements and custodial agreements consistent with legal requirements;
- f) Standards for diversification of investments including diversification as to type of investments, and firms and banks with whom the School District transacts business; and
- g) Standards for qualification of investment agents which transact business with the School District including, at minimum, the Annual Report of the Trading Partner.

This policy shall be reviewed and re-adopted at least annually or whenever new investment legislation becomes law, as staff capabilities change, or whenever external or internal issues warrant modification.

Education Law Sections 1604-a, 1723(a), 2503(1) and 3652
General Municipal Law Section 10 and 39
Local Finance Law Section 165

Adopted: 9/17/15

POLICY

2015

5220
1 of 2

Non-Instructional/Business
Operations

SUBJECT: DISTRICT INVESTMENTS

Whenever the District has funds (including operating funds, reserve funds and proceeds of obligations) that exceed those necessary to meet current expenses, the Board of Education shall authorize the School Business Official to invest such funds in accordance with all applicable laws and regulations and in conformity with the guidelines established by this policy.

Objectives

The objectives of this investment policy are four-fold:

- a) Investments shall be made in a manner so as to safeguard the funds of the School District; and
- b) Bank deposits shall be made in a manner so as to safeguard the funds of the School District.
- c) Investments shall be sufficiently liquid so as to allow funds to be available as needed to meet the obligations of the School District.
- d) Funds shall be invested in such a way as to earn the maximum yield possible given the first three (3) investment objectives.

Authorization

The authority to deposit and invest funds is delegated to the School Business Official. These functions shall be performed in accordance with the applicable sections of the General Municipal Law and the Local Finance Law of the State of New York.

The School Business Official may invest funds in the following eligible investments:

- a) Obligations of the State of New York.
- b) Obligations of the United States Government, or any obligations for which principal and interest are fully guaranteed by the United States Government.
- c) Time Deposit Accounts placed in a commercial bank authorized to do business in the State of New York, providing the account is collateralized as required by law. (Banking Law Section 237(2) prohibits a savings bank from accepting a deposit from a local government. This also applies to savings and loan associations.)
- d) Transaction accounts (demand deposits) both interest bearing and non-interest bearing that do not require notice of withdrawal placed in a commercial bank authorized to do business in the State of New York, providing the account is collateralized as required by law.

(Continued)