

*Date:* Monday, August 12, 2024

*Type of Meeting:* Brasher Falls Central School District  
Regular Board of Education Meeting

*Place:* St. Lawrence Central MS/HS Library  
6:00 P.M.

*Members Present:* Abdo Bejjani, Seth Belt, Julie Carvel-Liberty, Sue Anne Hourihan,  
Terri Rios-Passon, and Beth Todd

*Members Absent:* Sarah Ashley, Courtney Hallahan and Bethany St. Hilaire

*Administrators Present:* Christopher Rose, Superintendent of Schools; Kathy Mitchell  
Business Manager; Kristen Zender, High School Principal; Jamie  
LaBarge, Middle School Principal; Danielle Colterman, Elementary  
Principal; Katherine LaVigne, Dir. of Student Services; Kevin Welsh,  
Director of Data & Technology and Timothy Redmond,  
Transportation/Building & Grounds Supervisor

*District Clerk:* Cindy Delisle

APPROVAL OF AGENDA

**Motion** made by Julie Carvel-Liberty, seconded by Terri Rios-Passon, that the Board of Education, approves the agenda for this Regular Board of Education meeting.

Yeas: 5    Nays: 0  
Motion Carried

APPROVAL OF MINUTES

**Motion** made by Terri Rios-Passon, seconded by Julie Carvel-Liberty, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the minutes of the July 9, 2024 Organizational Board of Education meeting, as per enclosure.

Yeas: 5    Nays: 0  
Motion Carried

Sue Anne Hourihan entered the meeting (6:02 pm)

REPORTS

Mr. Rose stated that the end of year goals were shared with the Board Members prior to the meeting. If anyone has any questions for the Administrators, please feel free to ask.

Conversation amongst the Board and Administrators took place. Main point of conversation is what do we do and where do we go from here to improve our students' outcomes.

BOARD COMMUNICATIONS

None

ACTION ITEMS

FINANCIAL REPORTS

**Motion** made by Terri Rios-Passon, seconded by Abdo Bejjani, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, accepts the following financial reports:

- a) Treasurer's Report – July 2024
- b) Claims Auditor Report – July 2024
- c) Tax Rate Statements
- d) Tax Warrant

Yeas: 6    Nays: 0  
Motion Carried

FOR INFORMATION ONLY:

- Check Register/Warrant – July 2024

OMITTED TAXES

**Motion** made by Terri Rios-Passon, seconded by Beth Todd, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the addition of omitted taxes, without interest, to our 2024-2025 tax rolls due to the fact that the NYS DEC purchased property (1.3 acres) in 2021 and the parcel is taxable and our school district is due the following amounts for the respective years, as follows:

- 2021-2022 - \$105.30
- 2022-2023 - \$101.49
- 2024-2025 – 105.28

And, to the Badenhausen Public Library for the 2024-2025 school year, the amount of \$1.49.

Yeas: 6 Nays: 0

Motion Carried

BOND RESOLUTION

**Motion** made by Beth Todd, seconded by Abdo Bejjani, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the following resolution:

**BOND RESOLUTION DATED AUGUST 12, 2024 OF THE BOARD OF EDUCATION OF THE BRASHER FALLS CENTRAL SCHOOL DISTRICT AUTHORIZING NOT TO EXCEED \$558,181 AGGREGATE PRINCIPAL AMOUNT OF SERIAL GENERAL OBLIGATION BONDS AND/OR INSTALLMENT PURCHASE CONTRACTS TO FINANCE THE ACQUISITION OF SCHOOL BUSES AND A TRANSPORTATION VEHICLE AT AN ESTIMATED MAXIMUM COST OF \$604,681, THE EXPENDITURE OF SUCH SUM FOR SUCH PURPOSE, LEVY OF TAX IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF TAKING INTO ACCOUNT STATE AID RECEIVED AND TRADE-IN VALUE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.**

WHEREAS, the qualified voters of the Brasher Falls Central School District, Brasher Falls, New York (the “District”), at the annual meeting of such voters duly held on the 21<sup>st</sup> day of May, 2024 duly approved a proposition authorizing the issuance of serial general obligation bonds and/or installment purchase contracts in an aggregate principal amount not to exceed \$558,181, to finance the acquisition of school buses and a transportation vehicle at a maximum cost of \$604,681, the expenditure of such sum for such purpose, the levy of the necessary tax therefor, to be levied upon the taxable property of the District and collected in annual installments, taking into account state aid received and trade-in value;

NOW THEREFOR BE IT RESOLVED:

Section 1. The District shall acquire school buses and a transportation vehicle at a maximum amount of not to exceed \$604,681, as more particularly described in Section 3 hereof, and as generally outlined to and considered by the voters of the District at the annual District meeting of May 21, 2024.

Section 2. The District is hereby authorized to issue its serial general obligation bonds (the “Bonds”) pursuant to the Local Finance Law of New York and/or enter into installment purchase contracts pursuant to the General Municipal Law, in the aggregate principal amount of not to exceed \$558,181, in order to finance the class of objects or purposes described herein.

Section 3. The classes of objects or purposes to be financed pursuant to this Resolution is the acquisition of school buses and a transportation vehicle (the “Purpose”).

Section 4. It is hereby determined and declared that (a) the maximum cost of the Purpose, as estimated by the Board of Education, is \$604,681, (b) no money has

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heretofore been authorized to be applied to the payment of the cost of the Purpose, and (c) the District plans to finance the cost of the Purpose from State aid, trade-in value and funds raised by the issuance of the Bonds and bond anticipation notes hereinafter referred to and/or the proceeds of installment purchase contracts.

Section 5. It is hereby determined that the Purpose is one of the class of objects or purposes described in Subdivision 29 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of the Purpose is five (5) years.

Section 6. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the sale of the Bonds, including renewals of such notes, is hereby delegated to the President of the Board of Education, the chief fiscal officer.

Section 7. The power to further authorize the issuance of the Bonds and bond anticipation notes and to prescribe the terms, form and contents of the Bonds and bond anticipation notes, including the consolidation with other issues and the use of substantially level or declining debt service, subject to the provisions of this Resolution and the Local Finance Law, and to sell and deliver the Bonds and bond anticipation notes, is hereby delegated to the President of the Board of Education. The President of the Board of Education is hereby authorized to sign and the District Clerk is hereby authorized to attest any Bonds and bond anticipation notes issued pursuant to this Resolution, and the District Clerk is hereby authorized to affix to such Bonds and bond anticipation notes the corporate seal of the District.

Section 8. The faith and credit of the District are hereby irrevocably pledged for the payment of the principal of and interest on the Bonds and bond anticipation notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall be levied annually on all taxable real property of the District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 9. This Resolution shall constitute the declaration of the District's "official intent" to reimburse expenditures authorized by Section 1 with proceeds of the Bonds and notes, as required by United States Treasury Regulation Section 1.150-2.

Section 10. The power to further authorize the execution of installment purchase contracts and to prescribe the terms, form and contents of the installment purchase contracts, subject to the provisions of this Resolution and the General Municipal Law, is hereby delegated to the President of the Board of Education. The President of the Board of Education is hereby authorized to sign and the District Clerk is hereby authorized to attest any installment purchase contracts entered into pursuant to this Resolution, and the District Clerk is hereby authorized to affix to such installment purchase contracts the corporate seal of the District.

Section 11. This Resolution, or a summary thereof, shall be published by the District Clerk together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the District. The validity of the Bonds or of any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or the provisions of law which should be complied with at the date of publication of this Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 12. Barclay Damon LLP, is hereby appointed bond counsel to the District in connection with the issuance of the Bonds and bond anticipation notes authorized herein.

Section 13. This Resolution shall take effect immediately upon its adoption.

Yeas: 6   Nays: 0  
Motion Carried

EXTRA-CURRICULAR/FACULTY AUDIT REPORT

**Motion** made by Terri Rios-Passon, seconded by Beth Todd, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, accepts the 2024-2025 Extra-Curricular/Faculty Audit Report.

Yeas: 6   Nays: 0  
Motion Carried

MONETARY DONATIONS

**Motion** made by Julie Carvel-Liberty, seconded by Abdo Bejjani, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, accepts the following monetary gifts for the St. Lawrence Central Scholarship Fund in memory of Marie Dawson:

- Joel M. Nezezson - \$100.00
- Kristen Danforth - \$150.00
- Margaret Grow - \$50.00

And, accepts the monetary gift of \$10,000.00 from Marilyn and Dick Lane, in memory of their son, Mark Andrew Lane, to purchase a new scoreboard for Girls Softball.

And, accepts the monetary gift of \$1,000.00 from the Dr. D. Susan Badenhausen Legacy Fund of the Northern New York Community Foundation to support the HS Robotics Team.

Yeas: 6   Nays: 0  
Motion Carried

BUDGET AMENDMENTS

**Motion** made by Sue Anne Hourihan, seconded by Terri Rios-Passon, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the budget amendments as authorized by Education Law §1718 in order to recognize the qualifying transactions: Increase Estimated Revenues A2705.000 Donations by the \$10,000 donation and Appropriations in funds A2855-200-00-00 – Athletic Equipment in the amount of \$10,000, as stated in the memo enclosed.

Yeas: 6   Nays: 0  
Motion Carried

TECHNOLOGY PLAN

**Motion** made by Terri Rios-Passon, seconded by Sue Anne Hourihan, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the Technology Plan for the 2024-2025 school year.

Yeas: 6   Nays: 0  
Motion Carried

CYBERSECURITY INCIDENT RESPONSE PLAN

**Motion** made by Abdo Bejjani, seconded by Julie Carvel-Liberty, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the Cybersecurity Incident Response Plan for the 2024-2025 school year.

Yeas: 6   Nays: 0  
Motion Carried

1:1 COMPUTING HANDBOOK

**Motion** made by Julie Carvel-Liberty, seconded by Terri Rios-Passon, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the 1:1 Computing Handbook for the 2024-2025 school year.

Yeas: 6   Nays: 0  
Motion Carried

BUSINESS CONTINUITY MANAGEMENT PLAN

**Motion** made by Sue Anne Hourihan, seconded by Abdo Bejjani, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the Business Continuity Management Plan for the 2024-2025 school year.

Yeas: 6   Nays: 0  
Motion Carried

AIS & RTI PLAN

**Motion** made by Beth Todd, seconded by Terri Rios-Passon, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the AIS & RTI Plan for the 2024-2025 school year.

Yeas: 6   Nays: 0  
Motion Carried

PROFESSIONAL DEVELOPMENT PLAN

**Motion** made by Terri Rios-Passon, seconded by Sue Anne Hourihan, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the Professional Development Plan for the 2024-2025 school year.

Yeas: 6   Nays: 0  
Motion Carried

CSE/CPSE/SECTION 504 CLASSIFICATIONS AND PLACEMENTS

**Motion** made by Sue Anne Hourihan, seconded by Beth Todd, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves the CSE, CPSE, and Section 504 classifications and placements, as per enclosures.

Yeas: 6   Nays: 0  
Motion Carried

EXECUTIVE SESSION

**Motion** made by Abdo Bejjani, seconded by Terri Rios-Passon, that the Board of Education moves into Executive Session for the purpose of Session for the purpose of discussing the creation of 1 new .5 FTE teacher position, 1 new .5 FTE teacher assistant position, 1 bus driver position, 1 4-hr/day school monitor position, 1 3-hr/day school monitor position, 7 appointments, 6 student appointments, 1 adult volunteer coach and 5 substitute appointments.at 6:46 p.m.

Yeas: 6   Nays: 0  
Motion Carried

**Motion** made by Beth Todd, seconded by Sue Anne Hourihan, that the Board of Education moves back into General Session at 7:20 p.m.

Yeas: 6   Nays: 0  
Motion Carried

ACTION ITEMS

APPOINTMENTS

**Motion** made by Beth Todd, seconded by Sue Anne Hourihan, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves creating a .5 FTE Elementary Teacher position (PreK), and appoints **Amanda Morris**, to the position, effective September 1, 2024 through June 30, 2025, at a prorated salary of Step 1 of the Teachers' Contract.

Yeas: 6   Nays: 0  
Motion Carried

**Motion** made by Julie Carvel-Liberty, seconded by Terri Rios-Passon, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves creating a .5 FTE Elementary Teacher Assistant position (PreK) and appoints **Nina Haverstock**, to the position, effective September 1, 2024 through June 30, 2025, at a prorated salary of Step 2 of the Teachers’ Contract.

Yeas: 6   Nays: 0  
Motion Carried

**Motion** made by Julie Carvel-Liberty, seconded by Abdo Bejjani, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, appoints the following individuals in their respective positions, effective September 1, 2024 with salary according to the Teamsters’ Contract, pending security clearance.

- **Brianna Mitchell** – 3.75 hr/day elementary dishwasher
- **Ashley Rheame** – 2.5 hr/day high school cook

Yeas: 6   Nays: 0  
Motion Carried

**Motion** made by Beth Todd, seconded by Sue Anne Hourihan, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves creating a 3-trip bus driver position and appoints **Donald Spiridakis, Jr.**, to the position, effective September 1, 2024, with a salary according to the Teamsters’ Contract.

Yeas: 6   Nays: 0  
Motion Carried

**Motion** made by Terri Rios-Passon, seconded by Abdo Bejjani, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves creating a 4-hr/day school monitor position and appoints **Scott Monroe**, to the position, effective September 1, 2024, with a salary according to the Teamsters’ Contract.

Yeas: 6   Nays: 0  
Motion Carried

**Motion** made by Beth Todd, seconded by Terri Rios-Passon, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, approves creating a 3-hr/day school monitor position and appoints **Marsha Chapman**, to the position, effective September 1, 2024, with a salary according to the Teamsters’ Contract.

Yeas: 6   Nays: 0  
Motion Carried

STUDENTS ASSISTED SUMMER CAMPS

**Motion** made by Julie Carvel-Liberty, seconded by Terri Rios-Passon, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, appoints the following students to assist with SLC soccer and basketball summer programs, from July 15 – July 26, 2024:

- **Hope Plante**
- **Leah Perry**
- **Danica Dishaw**
- **Giada Rufa**
- **Brianna Williams**
- **Stella Todd**

Yeas: 5   Nays: 0  
Abstained: Beth Todd  
Motion Carried

ADULT VOLUNTEER COACH

**Motion** made by Abdo Bejjani, seconded by Beth Todd, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, appoints approves **Jason Fountain** as an Adult Volunteer Coach, pending security clearance.

Yeas: 6   Nays: 0  
Motion Carried

SUBSTITUTE APPOINTMENTS

**Motion** made by Julie Carvel-Liberty, seconded by Terri Rios-Passon, that the Board of Education, upon the recommendation of Mr. Rose, Superintendent of Schools, appoints the following individuals in their respective substitute positions for the school years 2024-2025 and 2024-2025, pending security clearance.

- **Cathy Stowell** – Teacher and Teacher Assistant
- **Samantha Snyder** – Teacher Aide & Teacher Assistant
- **Geill Shippee** – Food Service Helper, School Monitor & Cook
- **Amanda Morris** – Teacher, Teacher Assistant and Teacher Aide
- **Nina Haverstock** – Teacher, Teacher Assistant and Teacher Aide

Yeas: 6   Nays: 0  
Motion Carried

FOR INFORMATION ONLY:

- Katherine LaVigne – FMLA Leave – intermittent beginning July 1, 2024 through June 30, 2025.

ADJOURNMENT

**Motion** made by Abdo Bejjani, seconded by Terri Rios-Passon, that the Board of Education, resolves that the Board of Education adjourns at 7:23 p.m.

Yeas: 6   Nays: 0  
Motion Carried

Respectfully,

Cindy Delisle  
District Clerk