

SCHALMONT CENTRAL SCHOOL DISTRICT

MINUTES

Regular Meeting of the Schalmont Board of Education
Monday, November 6, 2023; 7:00 PM; MS LGI

CALL TO ORDER & ROLL CALL - The meeting was called to order at 7:07 PM.

Members Present

Mr. Angelo Santabarbara, President
Mr. David Lawrence, Vice President
Ms. Patricia Dowse
Mrs. Jean Hanson
Mr. Kevin Thompson

Members Absent

Ms. Miranda Eldridge

Others Present

Dr. Thomas Reardon, Superintendent of Schools
Mrs. Brenda Leitt, School Business Administrator
Mr. Kyle Larabee, Student Representative

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA – Motion made by Mr. Thompson, seconded by Mrs. Hanson, that the agenda for the November 6, 2023 meeting of the Schalmont Board of Education be approved.

Motion carried 5-0. Ms. Eldridge absent.

STUDENT REPRESENTATIVE REPORT

Mr. Larabee reported the High School Fall Ball is this Thursday from 7-9:30 PM. The High School Craft Fair was this past Saturday. It was very successful with a great community turn out. The Tri-M Honor Society will hold its induction for new members this Wednesday, 6:30 PM in the MS LGI. The National Honor Society will hold its induction for new members next Monday, Nov. 13th, 6:00 PM in the HS Auditorium. The Middle School had its first Fall Fest Sabre City this past Friday. It was a huge success! Over 22 parents volunteered with approximately 300 students attending. The MS National Junior Honor Society kicked off its annual food drive to help support “Concerned for the Hungry”. This Wednesday, Nov. 8th, the MS will be holding its annual Veterans Day Celebration. Jefferson Elem. celebrated its annual Trunk or Treat on Friday, October 27th. There were several hundred visitors that joined in the celebration. The Social Emotional Learning assemblies have begun at Jefferson. The second and third grade classes recently participated in assemblies on additional concepts such as bravery, coping skills and self-control, to name a few. Miss Pink continues to host therapy dogs within her first grade classroom. The students loving reading to their furry friend. A special thank you to the Jefferson PTO, as they have recently started a dominoes club with the help of Mrs. Laura Gregg, who will oversee this event.

SUPERINTENDENT’S REPORT

High School Physical Education Update – Mrs. Russell

CONSENT AGENDA – Motion made by Ms. Dowse, seconded by Mr. Lawrence, that the consent agenda consisting of the following items be approved:

- Board of Education Meeting Minutes: October 23, 2023
- CSE/CPSE Recommendations: September 29, 2023; October 11, 13, 17, 19, 23, 24, 2023
- Personnel Matters

• Instructional Personnel Matters

Substitute Appointment

June Krone, HS/MS FACS, effective November 1, 2023; salary at substitute teacher rate

Resignation

Richard Kranick, Varsity Co-Assistant Indoor Track Coach, effective October 27, 2023

2023-24 Winter Coaching Appointments (Stipend in accordance with STA Agreement)

Kenneth Dagostino Sr., Modified Boys Basketball, Step 8

Erica Keefer, Varsity Assistant Indoor Track, Step 8

BOCES Substitute Teacher Appointments

Packet #4 – Nicholas Charnley, Katrina David, Antonio Otero, Johathan Schoenfeld

• Noninstructional Personnel Matters (All hourly pay rates as per SSRPA Agreement)

<u>Appointment</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>	<u>Hours</u>	<u>Step</u>
Amanda DeLeon	Monitor	Jefferson	10/30/23	11:15am-2:15pm	1

<u>Resignation</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>
Karen Emigh	Bus Attendant	Transportation	09/15/23

<u>Substitute Appointments</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>	<u>Hours</u>
Kristi Aitkin	Teacher Aide	Jefferson	10/30/23	as needed
Karen Emigh	Bus Attendant	Transportation	09/16/23	as needed
Kelly Salluzzo	Monitor	Jefferson	10/30/23	as needed
Kelly Salluzzo	Teacher Aide	Jefferson	10/30/23	as needed

<u>Substitute Resignation</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>
Amanda DeLeon	Monitor	Jefferson	10/29/23

Change of Hours

<u>Employee</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>	<u>Old Daily Total</u>	<u>New Daily Total</u>
Jessica Hanna	Bus Driver	Transportation	11/01/23	0.00	5.25
Pamela Tetlak	Bus Driver	Transportation	09/07/23	7.50	8.00

Motion carried 5-0. Ms. Eldridge absent.

NEW BUSINESS

Second Read/Adoption-Board Policies: Motion made by Mrs. Hanson, seconded by Mr. Thompson, that the Board of Education approve the second read and adoption of the following Board policies:

- 4321.12 Timeout and Physical Restraint (All Students)
- 5300.55 Corporal Punishment
- 9520.6 Policy on the Rights of Employees to Express Breast Milk in the Workplace

Motion carried 5-0. Ms. Eldridge absent.

Budget Calendar: Motion made by Mr. Lawrence, seconded by Mrs. Hanson, that the Board of Education approve the 2024-25 budget calendar.

Motion carried 5-0. Ms. Eldridge absent.

Shared Services Agreement: Motion made by Ms. Dowse, seconded by Mr. Thompson, that the Board of Education approve the service agreement between the Guilderland Central School District and the Schalmont Central School District, for Special Education Services or programs for the instruction of one (1) student with disabilities for the period July 1, 2023 through June 30, 2024, at a cost of \$53,368.

Motion carried 5-0. Ms. Eldridge absent.

Shared Services Agreement: Motion made by Mrs. Hanson, seconded by Mr. Thompson, that the Board of Education approve the service agreement between the Duanesburg Central School District and the Schalmont Central School District, for Special Education Services or programs for the instruction of two (2) students with disabilities for the period July 1, 2023 through June 30, 2024, at a total cost of \$120,344.”

Motion carried 5-0. Ms. Eldridge absent.

BOARD ITEMS

Mr. Lawrence – Great to see so many parents come out for Sabre City and Trunk or Treat. Both are good community events.

Ms. Dowse – Thanks to Jason McCord for the Trunk or Treat pictures.

Mr. Santabarbara – Thanks to the EV Committee.

ADJOURNMENT – Motion made by Mrs. Hanson, seconded by Mr. Thompson, that the November 6, 2023 meeting of the Board of Education be adjourned at 7:52 PM.

Motion carried 5-0. Ms. Eldridge absent.

Respectfully submitted by,

Mrs. Brenda Leitt
Clerk of the Board

FINANCE
REPORT
October
2023

Submitted by:
Brenda Leitt

MONTHLY FINANCE

October 31, 2023

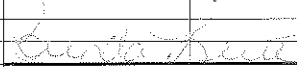
		Capital Fund Checking	Federal Checking	General Checking	General Tax Account	School Lunch Checking	Payroll Account
		4055	4093	4069	6964	4077	4107

Available Cash Balance as Reported at the End of Preceding Month	H200	F200	A200	A200TAX	C200	A209
	3,903,352.41	634.71	5,898,923.03	6,737,076.91	629,255.21	-
Add:						
Receipts By Source:						
Real Property Taxes/PILOTS			1,110,098.00	18,398,406.26		
Cafeteria Sales					34,396.10	
State & Federal Aid			850,448.01		32,501.00	
Transfers In		20,000.00	20,102,420.06			1,363,041.43
Interest Earnings	13,426.71		57,351.34	24,654.71	2,161.19	
Non Resident Tuition			1,400.00			
Miscellaneous					573.00	
Continuing Education			2,414.00			
Insurance (Cobra, Amsure)			29,903.36			
Total Receipts	13,426.71	20,000.00	22,155,366.88	18,423,060.97	69,631.29	1,363,041.43
Less:						
Disbursements:						
Debt Payments						
Check	7,930.52	25,763.00	3,761,435.12		30,956.14	57,326.40
Wire transfers - Payroll/Other			83,110.97	20,000,026.93	35,121.89	1,305,715.03
Wire transfer - Empire/Sales Tx			58,365.09			
Total Disbursements	7,930.52	25,763.00	3,902,911.18	20,000,026.93	66,078.03	1,363,041.43
Available Cash Balance At EoM	3,908,848.60	(5,128.29)	24,151,378.73	5,160,110.95	632,808.47	-

Bank Reconciliation						
Bank Balance	3,913,890.52	8,308.71	25,330,916.13	5,160,110.95	631,416.45	21,504.61
Deposits in Transit					1,418.02	
Outstanding Checks	(5,041.92)	(13,437.00)	(1,179,641.33)		(26.00)	(21,504.61)
Adjustments			103.93			
Book Balance	3,908,848.60	(5,128.29)	24,151,378.73	5,160,110.95	632,808.47	-

Other Investment Accounts:						
		General Fund Savings Accounts				
Opening balance		14,021,876.86	385.83	5,482,937.29		
Add:						
Transfers In						
Interest Earnings		48,231.41	1.59	24,603.36		
Total Receipts		48,231.41	1.59	24,603.36		
Less:						
Transfers Out						
Available Cash Balance At End of Month		14,070,108.27	387.42	5,507,540.65		
Account Code:		A203F	A203I	(NY CLASS) A203		

I certify that the above balances are in agreement with the bank statements, as reconciled.



 Business Administrator

10/23
 Date

SCHALMONT CSD

Trial Balance Report From 7/1/2023 - 10/31/2023



Account	Description	Debits	Credits	Balance
A 200	CASH IN CHECKING	40,648,852.87	16,497,474.14	24,151,378.73
A 200-DB	General Fund Debit Card Account	8,026.88	5,001.14	3,025.74
A 200TAX	CASH TAX ACCOUNT	25,349,510.63	20,189,372.75	5,160,137.88
A 203	NYCLASS ACCOUNT	5,507,540.65	0.00	5,507,540.65
A 203F	NBT MMA	21,070,108.27	7,000,000.00	14,070,108.27
A 203I	NBT - ICS Promontory	387.42	0.00	387.42
A 210	PETTY CASH	115.24	0.00	115.24
A 211	EXTRA CLASSROOM CASH	93,035.00	0.00	93,035.00
A 380-AR	ACCOUNTS RECEIVABLE-BILLING	3,848,250.11	3,759,501.50	88,748.61
A 391	DUE FROM OTHER FUNDS	7,955,801.31	338,886.45	7,616,914.86
A 410	STATE & FEDERAL AID RECEIVABLE	459,578.09	436,006.70	23,571.39
A 440	DUE FROM OTHER GOVERNMENTS	662,928.27	662,927.40	0.87
A 510	ESTIMATED REVENUE	55,853,038.00	0.00	55,853,038.00
A 511	APPROPRIATED RESERVE	50.00	0.00	50.00
A 521	ENCUMBRANCES	53,339,987.00	16,811,749.60	36,528,237.40
A 522	EXPENDITURES	15,314,697.15	428,039.92	14,886,657.23
A 599	APPROPRIATED FUND BALANCE	804,659.91	0.00	804,659.91
A 600	ACCOUNTS PAYABLE	182,312.18	263,387.82	81,075.64 CR
A 630	DUE TO OTHER FUNDS	1,243,794.59	2,173,348.46	929,553.87 CR
A 631	DUE TO OTHER GOVERNMENTS	0.00	11,183.00	11,183.00 CR
A 632	DUE TO TEACHERS RET. SYSTEM	0.00	3,121,980.26	3,121,980.26 CR
A 637	DUE TO EMPLOYEES RETIREMENT SYSTEM	0.00	134,850.13	134,850.13 CR
A 691	DEFERRED REVENUE	0.00	23,265.26	23,265.26 CR
A 718ERS	ERS RETIREMENT	25,168.36	23,481.79	1,686.57
A 719	DISABILITY INSURANCE	0.00	91.10	91.10 CR
A 720D	DENTAL INSURANCE	12,511.35	12,650.78	139.43 CR
A 720FLEX	FLEXIBLE SPENDING	0.00	106.82	106.82 CR
A 720H	HEALTH INSURANCE	135,750.39	174,579.89	38,829.50 CR
A 720L	LIFE INSURANCE	43,745.00	2,984.01	40,760.99
A 720V	VISION INSURANCE	2,506.78	2,513.18	6.40 CR
A 726FICA	FICA TAX	625,842.14	626,412.65	570.51 CR
A 726MED	MEDICARE TAX	146,366.66	146,500.08	133.42 CR
A 727E	ERS LOAN	2,856.49	1,959.49	897.00
A 727T	TRS LOAN	15,392.50	14,992.50	400.00
A 738	STUDENT DEPOSITS	0.00	93,035.00	93,035.00 CR
A 815	RESERVE FOR UNEMPLOYMENT INSURANCE	0.00	300,000.00	300,000.00 CR
A 821	RESERVE FOR ENCUMBRANCES	16,811,749.60	53,340,036.73	36,528,287.13 CR
A 827	RESERVE FOR RETIREMENT CONTRIBUTIONS	0.00	2,571,391.32	2,571,391.32 CR
A 828	RESERVE FOR TEACHERS RETIREMENT	0.00	680,667.00	680,667.00 CR
A 864	RESERVE FOR TAX CERTIORARI	0.00	1,000,000.00	1,000,000.00 CR
A 867	RESERVE FOR EE BENEFITS & ACCRUED LIAB	50,962.50	1,613,196.18	1,562,233.68 CR
A 878	RESERVE FOR CAPITAL	0.00	6,550,000.00	6,550,000.00 CR
A 909	FUND BALANCE, UNRESERVED	0.00	19,437,089.32	19,437,089.32 CR
A 914	ASSIGNED APPROPRIATED FUND BALANCE	0.00	2,977,351.00	2,977,351.00 CR
A 915	ASSIGNED UNAPPROPRIATED FUND BALANCE	0.00	486,660.43	486,660.43 CR
A 917	UNASSIGNED FUND BALANCE	1,579,292.34	0.00	1,579,292.34

SCHALMONT CSD

Trial Balance Report From 7/1/2023 - 10/31/2023



Account	Description	Debits	Credits	Balance	
A 960	APPROPRIATIONS	0.00	56,657,697.24	56,657,697.24	CR
A 980	REVENUES	106,375.66	33,330,822.30	33,224,446.64	CR
A Fund Totals:		251,901,193.34	251,901,193.34	0.00	
C 200	CASH IN CHECKING	865,428.41	232,619.94	632,808.47	
C 210	PETTY CASH	50.00	0.00	50.00	
C 211	CASH ON HAND - CHANGE	130.00	0.00	130.00	
C 380	ACCOUNTS RECEIVABLE	4,097.50	2,859.50	1,238.00	
C 391	DUE FROM OTHER FUNDS	0.00	238,430.30	238,430.30	CR
C 410	STATE & FEDERAL AID RECEIVABLE	56,242.80	55,939.00	303.80	
C 445	INVENTORY OF MAT'L & SUPPLIES	3,281.75	0.00	3,281.75	
C 446	FOOD INVENTORY	25,513.18	0.00	25,513.18	
C 510	ESTIMATED REVENUE	843,000.00	0.00	843,000.00	
C 521	ENCUMBRANCES	788,559.73	234,034.53	554,525.20	
C 522	EXPENDITURES	232,555.37	0.00	232,555.37	
C 599	APPROPRIATED FUND BALANCE	111,016.76	0.00	111,016.76	
C 630	DUE TO OTHER FUNDS	76,872.26	77,072.26	200.00	CR
C 631	DUE TO OTHER GOV'TS-SALES TAX	0.00	277.72	277.72	CR
C 691	DEFERRED REVENUE	0.00	101,635.00	101,635.00	CR
C 806	NONSPENDABLE FUND BALANCE	0.00	28,794.96	28,794.96	CR
C 821	RESERVE FOR ENCUMBRANCES	234,034.53	788,559.73	554,525.20	CR
C 845	RESERVE FOR INVENTORY	9,548.22	0.00	9,548.22	
C 909	FUND BALANCE, UNRESERVED	44,283.65	111,016.76	66,733.11	CR
C 915	ASSIGNED UNAPPROPRIATED FUND BALANCE	0.00	349,942.21	349,942.21	CR
C 960	APPROPRIATIONS	0.00	954,016.76	954,016.76	CR
C 980	REVENUES	84.57	119,500.06	119,415.49	CR
C Fund Totals:		3,294,698.73	3,294,698.73	0.00	
F 200	CASH IN CHECKING	1,217,060.88	1,222,189.17	5,128.29	CR
F 391	DUE FROM OTHER FUNDS	2,117,409.46	1,243,794.59	873,614.87	
F 410	STATE & FEDERAL AID RECEIVABLE	1,860,794.61	705,774.06	1,155,020.55	
F 510	ESTIMATED REVENUE	816,114.00	0.00	816,114.00	
F 521	ENCUMBRANCES	2,354,235.48	1,679,049.34	675,186.14	
F 522	EXPENDITURES	1,254,327.93	150.00	1,254,177.93	
F 599	APPROPRIATED FUND BALANCE	1,703,666.42	0.00	1,703,666.42	
F 600	ACCOUNTS PAYABLE	0.00	0.27	0.27	CR
F 630	DUE TO OTHER FUNDS	262,014.19	1,965,208.46	1,703,194.27	CR
F 631	DUE TO OTHER GOVERNMENTS	0.00	994.99	994.99	CR
F 821	RESERVE FOR ENCUMBRANCES	1,679,049.34	2,351,624.05	672,574.71	CR
F 909	FUND BALANCE, UNRESERVED	217,062.12	217,930.00	867.88	CR
F 914	ASSIGNED APPROPRIATED FUND BALANCE	0.00	1,033.00	1,033.00	CR
F 915	ASSIGNED UNAPPROPRIATED FUND BALANCE	0.00	10,805.68	10,805.68	CR
F 960	APPROPRIATIONS	0.00	2,519,780.42	2,519,780.42	CR
F 980	REVENUES	0.00	1,563,400.40	1,563,400.40	CR
F Fund Totals:		13,481,734.43	13,481,734.43	0.00	
H 200	CASH IN CHECKING	76,802.11	2,551,035.94	2,474,433.83	CR
H 521	ENCUMBRANCES	6,195,922.15	4,852,912.93	1,343,009.22	
H 522	EXPENDITURES	2,460,121.33	929,619.65	1,530,501.68	

SCHALMONT CSD

Trial Balance Report From 7/1/2023 - 10/31/2023



Account	Description	Debits	Credits	Balance
H 599	APPROPRIATED FUND BALANCE	5,916,626.95	571,710.15	5,344,916.80
H 600	ACCOUNTS PAYABLE	929,619.65	1,859,239.65	929,620.00 CR
H 626	BOND ANTICIPATION NOTES PAYABLE	0.00	469,742.00	469,742.00 CR
H 630	DUE TO OTHER FUNDS	0.00	1,273,925.77	1,273,925.77 CR
H 821	RESERVE FOR ENCUMBRANCES	4,852,912.93	6,195,922.15	1,343,009.22 CR
H 909	FUND BALANCE, UNRESERVED	8,478,179.22	3,949,062.15	4,529,117.07
H 915	ASSIGNED UNAPPROPRIATED FUND BALANCE	0.00	911,897.15	911,897.15 CR
H 960	APPROPRIATIONS	571,710.15	5,916,626.95	5,344,916.80 CR
H Fund Totals:		29,481,694.49	29,481,694.49	0.00
HA 200	Cash in Checking	24,006,744.91	17,623,462.48	6,383,282.43
HA 600	Accounts Payable	0.00	0.28	0.28 CR
HA 626	BOND ANTICIPATION NOTES PAYABLE	17,623,462.48	32,933,843.79	15,310,381.31 CR
HA 630	Due to Other Funds	0.00	5,800,252.32	5,800,252.32 CR
HA 909	Fund Balance, Unreserved	14,891,639.75	0.00	14,891,639.75
HA 980	Revenues	0.00	164,288.27	164,288.27 CR
HA Fund Totals:		56,521,847.14	56,521,847.14	0.00
TE 200	CASH IN CHECKING	19,550.60	0.00	19,550.60
TE 909	FUND BALANCE, UNRESERVED	1.00	0.00	1.00
TE 909.12	CLASS 62'	0.00	3,139.25	3,139.25 CR
TE 909.14	JANICE DOLHY MEMORIAL SCHOLARSHIP	0.00	743.97	743.97 CR
TE 909.16	ROTTERDAM KIWANIS SCHOLARSHIP	0.00	3,756.68	3,756.68 CR
TE 909.2	BRUCE BOUCK SCHOLARSHIP	0.00	3,142.61	3,142.61 CR
TE 909.3	PAULA SELKIS SCHOLARSHIP	0.00	6,344.12	6,344.12 CR
TE 909.9	SANDRA STRYJEK SCHOLARSHIP	0.00	2,423.97	2,423.97 CR
TE 980	REVENUES	0.00	1.00	1.00 CR
TE Fund Totals:		19,551.60	19,551.60	0.00
Grand Totals:		354,700,719.73	354,700,719.73	0.00



Schalmont
CENTRAL SCHOOL DISTRICT

District Office
4 Sabre Drive, Schenectady, NY 12306
Phone: 518-355-9200 | Fax: 518-355-9203

Dr. Thomas B. Reardon, Superintendent of Schools, Ext. 4001

TO: Board of Education
FROM: Genienne Bakuzonis, Chief Compliance Officer, Academic & Instructional Support Services
DATE: November 15, 2023
RE: Agenda Items for November 20, 2023, Board Meeting: CSE/CPSE Meetings for BOE Approval

Date of CSE/CPSE Meeting/School	Number of Students
September 28, 2023 (SMS)	1
November 3, 2023 (JES, SHS)	2
November 6, 2023 (JES, SHS)	2
November 7, 2023 (SMS, SHS)	3