DeRuyter Central School 711 Railroad Street DeRuyter, NY 13052

AUDIT COMMITTEE / REGULAR MEETING MINUTES

6:00 PM – Elementary Gym **February 9, 2021**

Members Present: Dean Hathaway, Daniel Degear, Richard Metcalf, Jodi Wiesing

Members Absent: Bradley Mierke

Others Present: David Brown, Sandy Welsh, Amanda Graham-Quirk, Stephen Rafferty, Jenny Valente,

Kim O'Brien, Katy Denkenberger

I. Audit Committee

A. Call to Order 6:00

The Audit Committee Meeting was called to order by President Hathaway at 6:00 p.m. The following topics were covered by School Business Executive, Mrs. Graham-Quirk

1. <u>Monthly Reports</u> –Explained the monthly reports the Board will be seeing

2. **ESSA and Transparency Reporting Overview**

- New reports from the state to be sure money is equitable for all students, regardless of building
- Helps us make sure that we are giving every child the same opportunity
- State started with bigger districts they got the "kinks" out
- Due in August/December
- Compares spending from the previous year
- Strongly encouraged to revamp codes to match more closely with the ST-3 state form
- Location on a budget code is what drives the transparency report
- If you don't submit reports, aid will be held

3. Code Change

- Provided a Chart of Accounts
- Updating our Codes will create large budget transfers at first, but will eliminate many later in the year

4. **Multi-fund Banking Overview**

- Changing from Citizen's bank to NBT Bank cleans up accounts
- NBT will be cheaper not as many accounts and eventually may even earn some interest

5. New Treasurer Report Format

- Will look different from the current format only a couple of pages not so many accounts
- Will be available in March

6. Audit Review & Update

- Corrective Action plan working on correcting deficiencies:
 - Duties of Treasurer continues to show up because we are so small working on ways to mitigate
 - o Need a procedural manual for Claims Auditor
 - o On line banking Now have a computer dedicated for on-line banking only

Audit Committee Meeting Call to Order

School Business Executive – Presentation

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• The next Audit Committee Meeting will be 4/19/21

B. Audit Committee Adjournment

The Audit Committee Meeting was adjourned at 6:23 p.m.

Audit Committee Adjournment

II. Regular Meeting Call To Order/Pledge of Allegiance

The Regular Meeting of the DeRuyter Central School Board of Education was called to order by President Hathaway at 6:23 p.m.

Regular Meeting Call To Order

The Pledge of Allegiance immediately followed.

Pledge of Allegiance

III. Establish Agenda

RESOLVED, That the Board establish the agenda as presented.

Established Agenda

Motion: CARRIED 1st: Wiesing 2nd: Degear

Vote: Yes: 4 No: 0 Absent: 1 (Mierke)

IV. Presentations

Budget Update

1. Budget Update – Mrs. Graham-Quirk, Dr. Brown

Topics

- Budget Timeline
- Restrictive Tax Cap
- Uncontrolled Factors in Tax Cap Calculations
- Controlled Factors in Tax Cap Calculations
- Types of Capital Levy Exclusions
- Possible 5-year plan for Capital Outlays
- What happens if no buses are purchased
- Governor's proposed budget
- Services aid
- Star payments included in aid runs
- STAR exempt vs. star credit
- Building budget contractual obligation/ projected expenses based on student and staff need
- Projected revenues
- V. **Discussion Items** None
- VI. Public Comments None
- VII. Board Comments

Topics

- Thank everybody for hard work
- Good to have all back in person
- Sports Basketball/Volleyball first game 2/12/21

Board Comments

- People are sad no modified no one else is holding modified so no one to play
- Hoping to live stream via Ensemble
- Stream let visiting teams know about it
- Schedules publicized
- Thank you to Ed and Greg Coon brought equipment to blow snow
- Sports This is a pilot see how it works in the next 3 weeks then see what else can we open up
- Beyond excited CTE program growing Cortland County opening up a heavy equipment/diesel course through OCM BOCES
- Receive a letter from DFA requesting to open negotiations
- Working with CSEA negotiations
- Vaccine Clinics
- Pandemic Remote Learning Surviving
- NYS Testing

IX. Board Action Items

A. Consent Agenda Items

RESOLVED, That the Board approve/accept the following Consent Items:

- 1. Approve Minutes 1/13/21 Regular and 1/28/21 Special (attached)
- 2. Accept Claims Auditor Report (attached)
- 3. Approve Claims Auditor Claim # 21-007 \$108.75 (attached)
- 4. Accept Treasurer's Reports (attached)
- 5. Approve Budget Transfer 1/31/21 in the amount of \$337,035.04
- 6. Accept Tax Collector's Report (attached)
- 7. CSE Recommendations (attached)

Motion: CARRIED 1st: Degear 2nd: Metcalf

Vote: Yes: 4 No: 0 Absent: 1 (Mierke)

B. Personnel

1. Approval of Leave of Absence

RESOLVED, That the Board approve a maternity leave of absence for Jamie Doolittle effective approximately April 5, 2021 through June 30, 2021.

Motion: CARRIED 1st: Wiesing 2nd: Degear

Vote: Yes: 4 No: 0 Absent: 1 (Mierke)

2. Appoint Substitutes – Teacher Immersion Program

RESOLVED, That the Board appoint Sarah Ahles, Taylor Albanese, Molly LaHart, Christina Kantarellis as Substitute Teacher, Substitute Teaching Assistant/Aide through the SUNY Cortland/OCM BOCES Teacher Immersion Program.

Motion: CARRIED 1st: Metcalf 2nd: Wiesing

Vote: Yes: 4 No: 0 Absent: 1 (Mierke)

3. Appoint Substitute

Action Items

Consent Agenda

Leave of Absence
– J. Doolittle

Appointed TIP Subs S. Ahles, T. Albanese, M. LaHart, C. Kantarellis **RESOLVED**, That the Board appoint Brandy Ouderkirk as Non-Certified Substitute Teacher, Substitute Teaching Assistant/Aide, Cafeteria Substitute, Clerical Substitute.

Appointed B.
Ouderkirk as
substitute

Motion: CARRIED 1st: Degear 2nd: Wiesing

Vote: Yes: 4 No: 0 Absent: 1 (Mierke)

4. Appoint Coaches

RESOLVED, That the Board appoint the following coaches for the 2020-2021 Fall 2 sport season:

Matt Skeele – Varsity Boys' Soccer - \$2,220.97 Mike Radizwon – Varsity Girls' Soccer - \$2,080.00 CJ Nye – Modified Boy's Soccer - \$1,449.03 Kate Meigs – Modified Girls' Soccer - \$1,313.25

Motion: CARRIED 1st: Wiesing 2nd: Degear

Vote: Yes: 4 No: 0 Absent: 1 (Mierke)

C. Financial

1. **Bus Bond Resolution** – As Attached

RESOLVED, That the Board approve the Bus Bond Resolution as attached.

Motion: CARRIED 1st: Degear 2nd: Metcalf

Vote: Yes: 4 No: 0 Absent: 1 (Mierke)

2. Refinancing Resolution – As Attached

RESOLVED, That the Board approve the Refinancing Resolution as attached.

Motion: CARRIED 1st: Wiesing 2nd: Degear

Vote: Yes: 4 No: 0 Absent: 1 (Mierke)

D. Policy

RESOLVED, That the Board approve the 1st reading of revised policy # 3420 – Non-Discrimination and Anti-Harassment in the District.

Motion: CARRIED 1st: Degear 2nd: Metcalf

Vote: Yes: 4 No: 0 Absent: 1 (Mierke)

X. Public Comments - None

NEXT MEETING: March 10, 2021

XI. Executive Session (If Needed)

Appointed Fall 2 Sport Coaches

Approved Bus Bond Resolution

Approved Refinancing Resolution

Approved 1st
Reading – revised
policy # 3420

XII. Adjournment

Adjournment

RESOLVED, That the Board the Regular Meeting of the DeRuyter Central School Board of Education be adjourned at 7:18 p.m..

Motion: CARRIED

Yes: 4 No: 0 2nd: Degear
Absent: 1 (Mierke) Vote:

Sandra Stallet Respectfully Submitted:

Sandra Welsh, District Clerk