

**ELWOOD PUBLIC SCHOOLS
REGULAR BUSINESS MEETING OF THE BOARD OF EDUCATION
JUNE 19, 2014
Elwood Middle School Auditorium - 7:30 p.m.**

AGENDA

- A. **PLEDGE OF ALLEGIANCE** – Board President (7:30 p.m. – 7:35 p.m.)
- B. **CALL TO ORDER** – District Clerk
- C. **APPROVAL OF MINUTES OF PREVIOUS MEETING(S)** (7:35 p.m. – 7:40 p.m.) (TAB A)
1. Budget Hearing/Special Meeting – May 8, 2014
 2. Business Meeting – May 22, 2014
 3. Special Meeting -- June 5, 2014

- D. **COMMENDATIONS** (7:40 p.m. – 8:15 p.m.)
 This section of the agenda gives the Board of Education an opportunity to publicly recognize and commend individuals for outstanding accomplishments or contributions made to Elwood schools. Tonight we honor:

*School Board Member **Bill Gutekunst** for his dedicated service to the children of Elwood*

Kevin Cooney and **Katelyn Kaplan** – winners of Good Citizenship Awards from the National Society of the Daughters of the American Revolution

Hunting-Tony Awards:

Victoria Ciccone	Best Female Vocalist nominee
Sean Donovan	Best Supporting Actor nominee
Ryan Harrigan	Best Male Vocalist winner
Alissa Liebler	Best Supporting Actress nominee

John Dora who has attained the rank of Eagle Scout

Marissa Moszczyc who has received the Girl Scout Gold Award

Suffolk County Champions:

Sarah Hardie	800 Meter Run
Emily Taylor	Pole Vault

Retirees:

Angela Casano	Sharon Cappiello	Anita Hall
Christine Guercio	Despina Karavazonos	Diane Wilenski
Eileen Sullivan	Laurie Younger	Lorelei Stephens
Maude Torriilo	Maureen Cavanagh	Robert Haas
Steven Straube	Susan Sullivan	Thomas Umland
Wendi Fischer-Karasik	Eileen Maiori	Charlayne Scarabelli

25 Year Employees:

Eileen Byrne
 Margaret Mahoney
 Jacqueline Musto

- E. BOARD RECOGNITION OF DONATIONS (8:15 p.m. – 8:20 p.m.)**
1. Stop & Shop A+ donation of \$973.19, funding cultural art programs at Elwood Middle School
 2. Elwood Booster Club donation of \$600.00 to fund a zero gravity chair at the Harley Avenue School playground.

- F. REPORT FROM THE SUPERINTENDENT OF SCHOOLS / SUPERINTENDENT’S COMMENTS REGARDING TONIGHT’S AGENDA – Mr. Peter C. Scordo (8:20 p.m. – 8:25 p.m.)**

- G. RESIDENTS’ REMARKS (8:25 p.m. – 8:40 p.m.)**
- The Board encourages all residents to attend its meetings, and this section of the agenda affords them the opportunity to speak. Persons wishing to speak should identify themselves and any organization they represent at the meeting. Comments should be kept as brief as possible and may not exceed three minutes (Board Policy 3452). Public discussion of matters relating to staff, students, or others at which their reputations, privacy or right to due process could be in some way violated is prohibited.

- H. PRESENTATIONS -- None**

- I. DISCUSSION ITEMS -- None**

- J. FINANCIAL MATTERS (8:40 p.m. – 8:50 p.m.) (TAB B)**

1. Recommend the Board acknowledge receipt for audit of the following:
 - a) Treasurer’s Report for the month ended May 31, 2014
 - b) Revenue Report for the month ended May 31, 2014
 - c) Cash Flow Report for general funds for the month ended May 31, 2014
 - d) Budget Status Report for the month ended May 31, 2014
 - e) Trial Balances Report for the month ended May 31, 2014.
 - f) Executive Summary for the month ended May 31, 2014
2. Recommend the Board approve the budget transfers.

- K. ACTION ITEMS (8:50 p.m. – 9:00 p.m.)**

BE IT RESOLVED THAT, upon the recommendation of the Superintendent of Schools, the following business matters be approved:

- 1. Personnel Agenda -- as per attached (TAB C)**

2. Special Education

- a. Recommend the Board approve the Committee on Special Education’s recommendations for students’ classifications/placements and/or discontinuance of services:

<u>Submitted to the Board</u>	<u>Meeting Dates</u>
May 19	May 15
May 20	May 7
May 27	April 30
May 29	February 25
June 2	February 11; May 22 (2 meetings)
June 3	March 13, April 30
June 4	January 15
June 9	February 26; May 22; June 5
June 10	April 9, May 8
June 12	May 21, 30

- b. Recommend the Board approve the Committee on Preschool Special Education's recommendations for students' classifications/placements and/or discontinuance of services:

Submitted to the Board

June 9

June 11

Meeting Dates

March 14 (2 meetings); April 8 (3 meetings),

April 22; May 2

April 11 (2 meetings), 22 (2 meetings),

25 (2 meetings); May 2, 8

Recommend the Board adopt the following policies:

(8:50 p.m. – 9:00 p.m.)

(TAB D)

- a. Amended Policy 5450.1 – **Notification of Sex Offenders** (second reading)
- b. Amended Policy 6900 -- **Disposal of District Property** (second reading)
- c. Amended Policy 9500.1 – **Confidential Personnel – Employment Provisions** (first reading)
- d. Policy 6420 -- **Online Banking Services** (first reading)

3. **Business Agenda** -- as per attached

(TAB E)

L. **ITEMS NOT LISTED ON AGENDA**

M. **COMMUNICATIONS** -- None

N. **RESIDENTS' REMARKS**

(9:00 p.m. – 9:15 p.m.)

Remarks are limited to items voted on and/or discussed at this business meeting. Persons wishing to speak should identify themselves and any organization they represent at the meeting. Comments should be kept as brief as possible and may not exceed three minutes (Board Policy 3452). Public discussion of matters relating to staff, students, or others at which their reputations, privacy or right to due process could be in some way violated is prohibited.

O. **EXECUTIVE SESSION**

1. Legal matters
2. Personnel

P. **ADJOURNMENT**

ELWOOD PUBLIC SCHOOLS
Elwood, New York

BOARD OF EDUCATION PERSONNEL ACTIONS

June 19, 2014

KEY:	P-1: Position Abolition	P-6: Tenure Appointments
	P-2: Position Creation	P-7: Other Appointments
	P-3: Resignations	P-8: Other
	P-4: Leaves	P-9: Changes in Table of Organization
	P-5: Terminations	

The Superintendent of Schools recommends that the Board of Education approve the following personnel action items:

P-1-- Position Abolitions: No Recommended Actions

P-2-- Position Creations: No Recommended Actions

P-3-- Resignations:

A) Instructional:

1) **ANNE REICHERT**

Position
Assignment
Effective Date
Reason

AIS Tutor (Mathematics)
Elwood-John H. Glenn High School
June 30, 2014
Resignation

B) Civil Service

No Recommended Actions

P-4-- Leaves: No Recommended Actions

P-5-- Terminations: No Recommended Actions

P-6-- Tenure Appointments: No Recommended Actions

BOARD OF EDUCATION PERSONNEL ACTIONS

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P-7-- Other Appointments:

A) Instructional:

1) **JESSICA HASDAY**

Position	Mathematics Teacher
Type of Appointment	Probationary (1.0 FTE)
Assignment	Elwood Middle School
Effective Date	September 1, 2014
Certification	Initial Mathematics 7-12 and Mathematics 5-6 Extension Annotation
Expiration Date	August 31, 2017
Tenure Eligibility	September 1, 2017
Tenure Area	Mathematics
Salary	MA, Step 1
Reason	To fill a vacant position on the Table of Organization

2) **SARAH KETCHAM**

Position	English Teacher
Type of Appointment	Part-time (0.8 FTE)
Assignment	Elwood Middle School and Elwood-John H. Glenn High School
Effective Date	September 1, 2014
Certification	Initial English Language Arts 7-12
Expiration Date	June 30, 2015 or earlier at District discretion
Tenure Eligibility	Not Applicable
Tenure Area	English
Salary	80% of MA, Step 1

3) **CLAUDIA LASURDO**

Position	Library Media Specialist Teacher
Type of Appointment	Part-time (0.4 FTE)
Assignment	Harley Avenue Primary School
Effective Date	September 1, 2014
Certification	Initial Library Media Specialist
Expiration Date	June 30, 2015 or earlier at District discretion
Tenure Eligibility	Not Applicable
Tenure Area	School Media Specialist (Library)
Salary	40% of MA, Step 1
Reason	To fill a vacant position on the Table of Organization

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4) **LAUREN TALLARINE**

Position	Mathematics Teacher
Type of Appointment	Part-time (0.8 FTE)
Assignment	Elwood Middle School
Effective Date	September 1, 2014
Certification	Permanent Mathematics and School District Administrator
Expiration Date	June 30, 2015 or earlier at District discretion
Tenure Eligibility	Not Applicable
Tenure Area	Mathematics
Salary	80% of MA+60, Step 6
Reason	To fill a vacant position on the Table of Organization

C) Civil Service: No Recommended Actions

P-8-- Other (*all compensation items are included in the 2014-15 budget*):

a) Recommend the Board of Education approve the following employees for the Special Education Summer Program effective July 7 through August 15, 2014:

<u>Name:</u>	<u>Position:</u>	<u>Duration:</u>	<u>Rate of Pay:</u>
<i>Beyer, Vita</i>	<i>SpEd Coord.</i>	<i>6 weeks</i>	<i>\$72.60/hr</i>
<i>Jaime Lauth</i>	<i>SpEd Coord.(sub)</i>		<i>\$72.60/hr</i>
<i>Aliano, Helen</i>	<i>Speech Teacher</i>	<i>3 weeks</i>	<i>\$66.00/hr</i>
<i>Lydia Babbit</i>	<i>Teacher</i>	<i>3 weeks</i>	<i>\$66.00/hr</i>
<i>Carvana, Margueritte</i>	<i>Teacher</i>	<i>3 weeks</i>	<i>\$66.00/hr</i>
<i>Shannon Colligan</i>	<i>Teacher</i>	<i>3 weeks</i>	<i>\$66.00/hr</i>
<i>DeMartini, Martha</i>	<i>Teacher</i>	<i>3 weeks</i>	<i>\$66.00/hr</i>
<i>Marinelli, Kathleen</i>	<i>Speech Teacher</i>	<i>3 weeks</i>	<i>\$66.00/hr</i>
<i>Martine Pirolo</i>	<i>Teacher</i>	<i>3 weeks</i>	<i>\$66.00/hr</i>
<i>Michelle Schlieben</i>	<i>Teacher</i>	<i>3 weeks</i>	<i>\$66.00/hr</i>
<i>KeriAnn Stewart</i>	<i>Teacher</i>	<i>3 weeks</i>	<i>\$66.00/hr</i>
<i>Viola, Tara</i>	<i>Teacher</i>	<i>3 weeks</i>	<i>\$66.00/hr</i>
<i>Andrejkovics, Paul</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.23/hr</i>
<i>Babbit, Lydia</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.66/hr</i>
<i>Caputo, Eileen</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.23/hr</i>
<i>Crean, Denise</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.23/hr</i>
<i>Cummings, Brienne</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.23/hr</i>
<i>D'Italia, Lauren</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.23/hr</i>

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<i>Driscoll, Noreen</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$20.55/hr</i>
<i>LoPipero, Terri</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$21.55/hr</i>
<i>Manniello, Peter</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.23/hr</i>
<i>Katie McNerney</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.23/hr</i>
<i>Mollia, Sara</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.23/hr</i>
<i>James Patrissi</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$18.79/hr</i>
<i>Jeanne Sihksnel</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.23/hr</i>
<i>Laura Stergiopoulos</i>	<i>Teacher Assistant</i>	<i>3 weeks</i>	<i>\$19.23/hr</i>
<i>Wenda, Karen</i>	<i>Nurse</i>	<i>3 weeks</i>	<i>\$35.68/hr (13-14)</i>
<i>Wilson, Linda</i>	<i>Nurse</i>	<i>3 weeks</i>	<i>\$59.46/hr (13-14)</i>

- b) Recommend the Board of Education approve the following corrections to the annual salary (adjustments are as a result of the Board's approval of the ETA Memorandum of Agreement at the BOE meeting of May 8, 2014):

<u>Name:</u>	<u>From:</u>	<u>To:</u>
<i>Scott Brennan</i>	<i>60% of MA, Step 8</i>	<i>60% of MA, Step 7</i>
<i>Thomas Brocking</i>	<i>60% of MA+45, Step 9</i>	<i>60% of MA+45, Step 8</i>
<i>Nicole Correia</i>	<i>80% of MA, Step 7</i>	<i>80% of MA, Step 6</i>
<i>Rosa Glass</i>	<i>70% of MA+30, Step 11</i>	<i>70% of MA+30, Step 10</i>
<i>Elizabeth Jean-Louis</i>	<i>60% of MA, Step 5</i>	<i>60% of MA, Step 4</i>
<i>Sima Lis</i>	<i>MA+45, Step 8</i>	<i>MA+45, Step 7</i>
<i>Suzanne Reilly</i>	<i>MA+30, Step 9</i>	<i>MA+30, Step 8</i>
<i>Chris Warren</i>	<i>30% of MA+60, Step 11</i>	<i>MA+60, Step 10</i>

- c) Recommend the Board of Education approve Lisa McNamara, School Nurse at the Elwood Middle School, for up to an additional three (3) days of summer employment bringing her total to ten (10) days. Compensation is 1/200th of the annual salary per day worked.
- d) Recommend the Board of Education approve April Giardina, School Nurse at the James H. Boyd Intermediate School, for up to eight (8) days of summer employment. Compensation is 1/200th of the annual salary per day worked.
- e) Recommend Board of Education approve the Secretaries below for summer employment. Compensation is based on their normal daily or hourly rate of pay as per their collective bargaining agreement:

<u>Name:</u>	<u>Number of Days:</u>
<i>Susan DiStefano</i>	<i>up to 10</i>
<i>Ann Gengenbach</i>	<i>up to 10</i>
<i>Virginia Rouse</i>	<i>up to 16</i>
<i>Linda Schmidt</i>	<i>up to 10</i>

BOARD OF EDUCATION PERSONNEL ACTIONS

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- f) Recommend the Board of Education approve the appointment of the following college/summer custodial help at the rate of \$8.00 per hour effective June 23, 2014:

Christopher D'Amico, John Rowland, Griffin Ryan

- g) Recommend the Board of Education approve the attached addendum to the Schedule of Substitute Support Staff for the 2013/2014 school year.

P-9-- Recommend the Board of Education approve the following changes in the Table of Organization:

No Recommended Actions

Elwood Union Free School District
Board of Education Business Items

June 19, 2014
Board Agenda

- Key: Tab 1 - Contracts
Tab 2 - Bid Awards
Tab 3 - Health Service Contracts
Tab 4 - Donations
Tab 5 - Other

The Superintendent of Schools recommends that the Board of Education approve the following business action items:

TAB 1: CONTRACTS

- a. Recommend the Board approve the **Joint Municipal Cooperative Bidding Resolution with Western Suffolk BOCES** for the 2014-2015 school year; **and** that the Board hereby authorizes the Board President to execute the necessary documents on behalf of the Board of Education.

TAB 2: BID/RFP AWARDS **None**

TAB 3: HEALTH SERVICE CONTRACTS **None**

TAB 4: DONATIONS

- a. Recommend the Board accept the **STOP & SHOP A+ REWARDS** donation totaling \$973.19 funding cultural arts programs at **ELWOOD MIDDLE SCHOOL**. The appropriate revenue and expenditure budget codes will be adjusted accordingly.
- b. Recommend the Board accept the **ELWOOD BOOSTER CLUB** donation totaling \$600.00 funding a zero gravity swing at the **HARLEY AVENUE PRIMARY SCHOOL** playground. The appropriate revenue and expenditure budget codes will be adjusted accordingly.

TAB 5: OTHER

- a. **BE IT RESOLVED**, that the Board of Education authorizes the re-establishment and continuation of the following reserves:
1. **Employee Benefit Accrued Liability Reserve** in an amount not to exceed \$2,000,000. Said amount will be funded from undesignated fund balance and appropriations remaining from the 2013-2014 budget.
 2. **Retirement Contribution Reserve** in an amount not to exceed \$1,000,000. Said amount will be funded from undesignated fund balance and appropriations remaining from the 2013-2014 budget.

3. **Unemployment Reserve** in an amount not to exceed \$400,000. Said amount will be funded from undesignated fund balance and appropriations remaining from the 2013-2014 budget.
- b. **BE IT RESOLVED**, that the Board of Education authorizes the withdrawal of funds from **Employee Benefit Accrued Liability Reserve** for the payment of unused sick leave for all retirees in the 2013-2014 school year up to an amount of \$300,000.

NOTIFICATION OF SEX OFFENDERS

The Board of Education acknowledges the efforts of local law enforcement to notify the district when a person with a history of sex offenses against a child is being paroled or released within the Elwood School District boundaries or is moving into the community, in accordance with the provisions of the Sex Offender Registration Act, commonly known as Megan's Law. The purpose of this notification is to protect members of the community, particularly children, by notifying them of the presence of individuals in their midst who may present a danger. Consistent with its duty to protect students under its care, the district shall cooperate with local law enforcement agencies in this endeavor.

Any information regarding sex offenders residing in Elwood as provided by local law enforcement officials pursuant to Megan's Law shall be posted in an appropriate location in all school buildings. In addition, the Superintendent of Schools shall ensure the dissemination of any such information via email to all staff ~~who might come into contact with the offender in the course of doing their jobs, including Building Principals, staff who issue visitors' passes, bus drivers, custodians, playground monitors, security personnel, and coaches.~~ We will also notify our bus vendor and security firm who will then disseminate the information to our bus drivers and security staff. ~~All other staff members and e~~

Community residents shall be informed via the District's website which will include links to www.parentsformeganslaw.org, www.criminaljustice.ny.gov and www.familywatchdog.us. Postcards will be mailed to all residents for all Level 3 offenders referred to in this policy. ~~of the posting requirement for such information established by this policy and of the availability of the information, upon request.~~ Community residents shall also be reminded of the security measures and personal safety instruction provided at school. All staff requests for information provided by the law enforcement agencies shall be directed to the Building Principal. Requests for information from community residents shall be directed to the District Clerk.

~~————The Superintendent shall establish any necessary regulations for implementing this policy with the advice of the school attorney. The school district will make every effort to continue to support the use of the visitor management system which searches the national sex offender registry as part of the visitor registration process.~~

A notice referring the community to this policy will be included in the fall edition of Highlights on an annual basis. ~~This policy shall be disseminated at least once a year to all district residents.~~

Ref: 42 U.S.C. §1407(d)
 Correction Law, Article 6-C (Sex Offender Registration Act)
Doe v. Pataki, 3 F.Supp.2d 456 (SDNY 1998) (current injunction)
Doe v. Pataki, 120 F.3d 1263 (2d. Cir. 1997), *cert. denied*, 522 U.S. 1122 (1998)

Adoption date: February 12, 2009

DISPOSAL OF DISTRICT PROPERTY

Building administrators and support staff supervisors are responsible for identifying obsolete or surplus equipment and supplies within their area(s) of responsibility. Each year, a determination shall be made of which equipment, supplies and/or materials are obsolete and cannot be salvaged or utilized effectively or economically by the school district. Such equipment, supplies, or materials shall be sold through bid procedures, if possible, for the highest possible price.

The ~~School Business Manager~~ Assistant Superintendent for Business shall be authorized to dispose of obsolete or surplus equipment and supplies in the following manner:

1. reassign the items, as needed, to other locations within the school district;
2. centralize the storage of items of potential usefulness; and/or
3. discard or sell as surplus those items determined to be of no further use or worthless.

Following approval by the Board of Education, items may be sold in the following manner:

1. offer to sell the items to local municipalities or local non-profit organizations;
2. sell items at a public sale or through the BOCES approved public online auction site. In the event of a public sale, notice of availability of such equipment, supplies and materials and requests for bids shall be disseminated through announcements in local newspapers and such other appropriate means. The general public, as well as staff members who are not Board members, officers, or involved in the purchasing function, shall be eligible to bid on the equipment, supplies and/or materials; and
3. sell remaining items as scrap for the best obtainable amount or discard in the safest, least expensive manner.

Ref: General Municipal Law §§51; 800 et seq.
Ross v. Wilson, 308 N.Y. 2d 605 (1955)
Matter of Baker, 14 EDR 5 (1974)
Op. St. Compt. 58-120

Adoption date: February 12, 2009

CONFIDENTIAL PERSONNEL – EMPLOYMENT PROVISIONS

An employee whose position represented by a bargaining unit is determined to be confidential by the New York State Public Employment Relations Board shall receive, at least, all of the time leave/fringe and other material benefits contained in the District’s contract with its secretarial unit, under the same terms and conditions specified in that contract.

In addition, confidential employees shall receive dental insurance without payment of premium and shall be entitled to reimbursement for up to five days of unused vacation each fiscal year.

~~Effective July 1, 1989, salary-Salaries~~ for confidential employees shall be as per annual agreement, set annually and shall be based on the following rate differentials of the Elwood Secretarial Association's contractual salary schedule:

Secretary to the Superintendent	1.25 of the appropriate column on the secretaries’ salary schedule
Primary secretary to the Assistant Superintendent/Business	1.15 of the appropriate column on the secretaries’ salary schedule
Primary secretary to the Assistant Superintendent/Human Resources	1.15 of the appropriate column on the secretaries’ salary schedule
Primary secretary to any other Assistant Superintendent, if such position is designated as confidential	1.15 of the appropriate column on the secretaries’ salary schedule
All other confidential positions	1.10 of the appropriate column on the secretaries’ salary schedule

Confidential employees may be granted salary step credit for prior job-related service and/or post-secondary school educational training. Confidential employees shall also be entitled to the same longevity and other salary recognition provisions indicated in the Elwood Secretarial Association contract.

The Board of Education reserves the right to review, revise or amend this policy and the benefits which will be provided to confidential employees.

The Superintendent of Schools shall develop administrative regulations setting forth procedures to implement this policy.

Adopted: April 12, 1989

Revised: July 5, 2006
April 15, 2010

ONLINE BANKING SERVICES

The Board of Education acknowledges that online banking services offer convenience and facilitate management of the School District's finances provided that good accounting practices are adhered to and internal controls observed. The Board of Education requires a clear, complete, and detailed accounting of all financial transactions for which the Board of Education is held accountable. The transfer of funds via online banking services between various accounts and the transfer of funds from School District accounts to non-district accounts, and vice versa, for various purposes, are financial transactions to be properly monitored and controlled.

The following are online banking activities the School District engages in:

1. viewing bank account information
2. interfund transfers
3. the remittance of employee payroll tax withholdings and other deductions
4. the paying of the District's debt obligations
5. the remittance of employee payroll direct deposits
6. transfer of District funds into investments
7. receipt of revenues from various sources.

All transactions initiated through online banking services may not be initiated and approved by the same individual. The School District Treasurer and the Deputy Treasurer shall each respectively initiate and process transactions made using online banking services. A separate user name and password for processing online banking transactions shall be established for the School District Treasurer and the Deputy Treasurer. When transactions are initiated by the School District Treasurer, the Deputy Treasurer will have the authority to approve such online banking transactions before the transaction is completed or processed. The Assistant Superintendent for Business will have the authority to release online banking transactions. In all instances, at least two (2) individuals will be involved in the initiation and approval of each transaction.

Each bank transfer will be recorded in monthly receipts and disbursements, showing the amount of monies and the purpose of the transferring of funds. The School District Treasurer (or, if absent, the Deputy Treasurer) will be responsible for the reviewing, reconciling and recording of online banking transactions. The School District Treasurer will be responsible for the proper accounting of the transactions.

Adopted: