

November 16, 2016

Heuvelton CSD Board of Education

Dear Members of the Board,

The Class of 2017 respectfully requests that you review and approve the following privileges for the school year 2016-2017. The class recognizes that to earn these privileges certain grades and conditions must be maintained. Listed below for your approval or feedback is a summary of the standards seniors must meet to earn privileges and the privileges they are requesting:

Standards that must be maintained:

- Seniors must maintain a grade of 75 in all of his/her classes.
- Seniors must not have any discipline referrals. Each referral results in loss of privileges, as follows: first referral = 1 week, second referral = one month, third referral = loss of privileges. Any referral received prior to privileges delays their onset.
- Seniors must take five classes plus physical education.
- Seniors must maintain a cumulative attendance rate of 95% in order to have privileges.
- A signed permission slip from a parent / guardian must be on file to use senior privileges.

Exceptions are determined by the principal and/or the superintendent.

Penalty for not maintaining standards:

- If students receive failing grades on their report card, they lose privileges until the next marking period/progress report, assuming the grades are then passing.
- Failing grade at BOCES = no driving.

Privileges Requested:

- Students are allowed to leave for their scheduled lunch period. Those students who have study halls during periods 4 or 5 may extend their lunch period by (1) informing the study hall teachers who will be affected and (2) signing out in Mrs. Hebert's office.
- Students are allowed to leave from *any* scheduled study halls, but must sign out at the *beginning* of their study hall. For example if the student has 2 or more study halls in a row, they must inform all teachers affected.
- All students wishing to sign out must individually and personally go to the Principal's Office to sign themselves out, even when there is a first period study hall, with the following exception.
- Students with marking period grades *over 75 in all classes* with 1st period study hall are able to notify the school of their daily attendance no later than 7:45 each morning (via Google Drive or by a call to Mrs. Hebert), as opposed to reporting to school. Failure to do so results in a referral and this right may be revoked after two offenses.
- Students may sign in before 8:05 (instead of 7:45).
- May use the computer lab independently.

Upon your approval, we request that senior privileges go into effect as of this date, November 16, 2016. Grades from the first marking period will be used to determine initial eligibility for senior privileges.

President:
Paige McCormick

Vice President:
Kedan Mack

Secretary:
Carin Sherwood

Treasurer:
Matthew Cameron



3 Day Quebec City
May 05 to 07, 2017

Sarah Hopper
Heuvelton Central School
87 Washington Street, Heuvelton, New York, 13654

Greetings Sarah,

Thank you for your interest in travelling with Jumpstreet Tours! For 26 years and counting, we've been committed to providing you with the kind of reliable and enriching students tours that you and your community deserve.

Our team of sixty bilingual Tour Leaders is unmatched, trained by us and available to you regardless of your destination, travel dates, or group size.

We have affiliates in all our major destinations with representatives on the ground and ready to work for you on the spot.

You will not only get top quality with Jumpstreet but also peace of mind in knowing that your travel experience is in the hands of people who know the business like no one else.

Cordially,

Livia Laverdure

Why Travel with Jumpstreet

- *We are part of TUI Group, the world's largest leisure travel company. We have offices, staff, and/or support in over 185 countries. Our infrastructure of client support is second-to-none*
- *Exclusive health and safety policy and procedures*
- *Our access to financial markets means our financial stability is unparalleled.*
- *We have an emergency line available to you and your group 24/7; our Tour Leaders all have cell phones while they are with you on tour, and each of your students will have a security lanyard with our emergency number.*
- *Our programming is flexible and we can offer you all of our great choices plus the normal stuff available from our competitors.*
- *We are green! Our Tour Leaders are trained to encourage students to travel sustainably.*

"No one could do the fabulous activities that we did, eat the fantastic food that we ate, travel and stay in the most wonderful places like we did, at the price that we paid! Jumpstreet is the best!"

– Lise, School Teacher



3 Day Quebec City

Heuvelton Central School

87 Washington Street, Heuvelton, New York, 13654

May 05 to 07, 2017

Friday, May 05, 2017

- 08:00 AM The day has arrived! The trip you've been waiting for all year is finally here!! Hop aboard your locally chartered luxury motorcoach, get comfortable and get ready for your adventure!
- Stops and lunch en route (at individual expense).
- 02:00 PM Hooray! You've arrived in Quebec City! Your tour leader will greet you the Château Frontenac and get the show underway. The fun starts now :)
- Visit the Lower Town with your tour leader to get an introduction to the beginnings of French civilization in North America as you visit Place Royale and le Quartier du Petit Champlain.
- 03:00 PM Take the funiculaire en route to la Haute-Ville!
- 03:30 PM Take in the view from the top of the city's tallest building l'Observatoire de la Capitale.
- 04:45 PM Check in to the hotel to relax and unwind before dinner.
- 06:30 PM Located in the heart of Wendake just north of Quebec City, Village Huron is a portrait of First Nations life past, present and future. You'll explore the site with a guide, tuck into an amazing authentic meal, and partake in traditional dances and legends. Onhouá Chetek8e!
- 09:00 PM Departure for the hotel.
- 09:30 PM Spend the night at the Delta Quebec.
690 boul, René Lévesque Est, Quebec, Quebec
1(418) 647-1717
- (Or equivalent pending availability upon receipt of deposit.)

Saturday, May 06, 2017

- 07:30 AM Everybody ready? Time to leave the hotel for your next activities! Your tour leader will fill you in on all the fun we have in store for you.
- 08:00 AM Enjoy croissants and a bowl of chocolat chaud at le Cochon Dingue, a quaint café in the historic Quartier Petit Champlain.
- 09:00 AM Let's explore this beautiful city with a local guide. Your sightseeing tour will feature all of Quebec's greatest hits, including the Plains of Abraham, Parliament, Grande Allée, Quartier Petit Champlain, Place Royale and Château Frontenac, a.k.a. the most photographed hotel in the world!
- Stop to admire "La Fresque des Québécois". See how many characters of Quebec's history you can identify!
- 10:30 AM Meet Le Marquis de Montcalm and General Wolfe during the 1759 Battle of the Plains of Abraham at Les Plaines d'Abraham museum.
- 12:30 PM Now that you're familiar with Old Quebec, let's enjoy some free time! Here's your chance to explore with your friends, grab lunch (at individual expense), and practice your conversational French. Your tour leader will give you a meeting place and time. Enjoy!
- 02:30 PM Observe beautiful mosaics and a replica of Michelangelo's Pieta during your visit of the Ste-Anne shrine.
- 03:30 PM French-Canadian legends and storytelling at l'Atelier Paré, the woodcarving shop.
- 04:30 PM The Montmorency Falls is a Quebec icon. They're the tallest waterfalls in the Province; they're also the site of historic battles and legends. John Keats even references them in his poetry. Keats! There's also a sweet suspended bridge that spans the top and you're about to walk across it. Acrophobics: prepare to conquer your fear!
- 06:00 PM Get ready to party like it's 1699! At Érablière du Cap, an authentic French Canadian cabane à sucre, you're going to feast on a 17th Century meal and get down to traditional songs and dances. You'll even break a sweat attempting to make your own maple butter. Don't forget to add some syrup to your pea soup (we're not kidding).

09:00 PM Departure for the hotel.

Sunday, May 07, 2017

07:00 AM Breakfast and orientation at the hotel with your tour leader.

08:30 AM You won't believe it, but the time has come...for your last day of this fantastic journey! Time to leave the hotel with your luggage and take advantage of today to say goodbye to these foreign lands.

09:00 AM Laval University is famous for its network of underground tunnels. Some students use them all winter to avoid having to brave the elements. Let's explore these tunnels and admire the murals that paint a portrait of student life over the years. Afterwards, add a little PEPS to your day as you visit the university's sports center, the home of the Rouge et Or.

10:30 AM The Musée de la Civilisation is the perfect place to explore Quebec from many different angles: Pop culture, politics, science and more. There's something for everyone, and you're going!

12:00 PM Put on your thinking caps! You're about to embark on our legendary Fact Finding Mission in Old Quebec. It's like a scavenger hunt on steroids, where your history, language and cardio skills are put to the test. Don't forget to grab lunch along the way (at individual expense).

01:30 PM Strike a pose! Take a group photo in front of the Château Frontenac. Don't forget your cameras!

02:00 PM Hugs and handshakes as you bid farewell to your tour leader and head back home.

Stops and dinner en route (at individual expense).

08:00 PM This is when you're expected to arrive back at your school, where your family and friends will be eager to hear all about your adventure!



Sarah Hopper
 Heuvelton Central School
 87 Washington Street, Heuvelton, New York, 13654

3 Day Quebec City
 May 05 to 07, 2017

What is included

- Roundtrip transportation via luxury motorcoach(es)
- 1 Tour Leader(s) who will stay with your group 24/7 and bring your itinerary to life
- Accommodations as per your budget
- Private security guard (per coach) to monitor the hallways at night
- Lanyards for all travellers featuring emergency procedures and contacts
- \$25M in liability protection for teachers and chaperones
- Your money placed in a bonded trust account
- 24/7 tour support, with a direct patch to our senior staff

Tour Price (including taxes)

Complimentary chaperones Double occupancy	Paying students Quadruple occupancy	Per student
5	50	US\$399.00
5	45	US\$425.00
4	40	US\$445.00

Options (not included in Tour Price)

	Per person
Double room supplement	US\$118.00
Single room supplement	US\$235.00

Meals

- 2 breakfasts
- 2 dinners

Activities

- Observatoire de la Capitale - Guided visit
- Maple Leaf Guide Services - Step-on 2 & 1/2 Hour
- Basilique Ste-Anne de Beaupre - Self-guided tour
- Atelier Paré - Legends and Storytelling
- Montmorency Falls - Parking
- Musee de la civilisation - Self-guided tour
- Fact Finding Mission - Quebec - lunch time
- Parc des Champs-de-Bataille - The Military
- Funiculaire du Vieux-Quebec - Funicular



NEXT STEPS

The contents of the proposed itinerary are subject to availability. As soon as you sign below and return a copy of this page to me, I will book your coach and hotel. I will then send you a trip confirmation, planning resources, a preliminary itinerary, and a contract with a payment schedule. Your initial deposit of \$100 per paying participant is due 30 days later and with that I can book your entire proposed itinerary and guarantee your trip price.

INSURANCE

By law, we are required to inform you of the insurance plans available to your group. I have sent you information about medical, cancellation and comprehensive coverage options. Please distribute this information to your group as certain packages must be purchased at the same time as your initial deposit.

TRIP-PLANNING RESOURCES

Our trip-planning resources page will help you tackle those nagging questions and master the art of preparing for your student trip with relative ease. We've brought **26 years of student travel smarts together into a series of guides** on topics ranging from seasonal packing to foreign currency. We hope they can help teachers, parents and students venture into the big, bold world of educational travel with all the resources to ensure that everyone's safe, prepared, and raring to go!

Visit www.jumpstreet.com/resources so you can hit the ground running!

EARN MONEY TOWARDS YOUR TRIP WITH OUR REFERRAL PROGRAM

Here's a great fundraising idea that feels almost effortless:

Refer Jumpstreet Tours to any type of overnight travelling group: if the referred group qualifies as per our terms and books with us, you'll earn at least \$1,500 towards your own class trip!

Go to www.jumpstreet.com/referrals to review our terms and start referring!

TERMS AND CONDITIONS

Please read our complete terms and conditions at www.jumpstreet.com/terms-and-conditions. The following sections are particularly helpful:

- Price
- Group cancellations
- Individual cancellations
- Exchange rate

By signing below you are confirming that you have:

- Read and accept our terms and conditions
- Distributed our travel insurance options to your group

Client signature

Date

Quebec City 2016-17

Other available options

- Participate in a French Canadian Legends Theatre Workshop
- Relive the 1759 battle on the Plains of Abraham
- Take a bike tour along the Riviere St-Charles
- Enjoy an evening at the Village Huron, a traditional Native community
- Visit the Quebec Aquarium
- Explore the Charlevoix Region
- Partake in a Grocery Scavenger Hunt
- Go whalewatching
- Go dog-sledding
- Tour the Albert Gilles Copper shop
- Take a ferry across the St Lawrence River
- Tour Grosse Ile and the Irish Memorial (seasonal)
- Go swimming at Laval University
- Visit the Musée de la Civilisation
- Explore the Parc de l'Artillerie
- Tour the Fortifications or the Citadelle de Québec
- See a Quebec Major Junior hockey game

Don't forget the festivals!



Quebec is home to a number of world-famous festivals that you and your students will adore:

Carnaval de Québec: Jan 27 – Feb 12, 2017

Festival d'été de Québec: Jul 6 – 16, 2017

Fêtes de la Nouvelle France: Jul 18 – 23, 2017

DO NOT HESITATE TO CALL US WITH OTHER IDEAS OR SUGGESTIONS!



Exclusive Product: Our Refund Guarantee Protection (RGP)

Available to groups of 30 paying participants or more.

This is not an insurance product. The RGP is exclusive to Jumpstreet Tours and offers individuals travelling to Canada and/or the United States a refund for any reason and at any time!

Some Simple Terms Apply:

- You must purchase RGP at the same time as your initial deposit
- RGP does not cover airfare
- If you have purchased RGP and wish to drop out of your trip, simply send us a short note explaining why you're dropping out and we will reimburse you within 10 business days
- 100% of trip price (minus airfare, if applicable) is reimbursed if dropping out at least 48 hours before trip start date
- 50% of trip value (minus airfare, if applicable) is reimbursed if dropping out within 48 hours of trip start date
- No refund if dropping out after trip start date
- Cost of RGP and/or insurance premiums is not reimbursed

Trip Cost (without airfare)	RGP Cost
0 - \$250	\$30
\$251 - \$500	\$60
\$501 - \$750	\$90
\$751 - \$1,000	\$115
\$1,001 - \$1,250	\$145
\$1,251 - \$1,500	\$165
\$1,501 - \$1,750	\$190
\$1,751 - \$2,000	\$220
\$2,001 - \$2,500	\$275
\$2,501 - \$2,750	\$300
\$2,751 - \$3,000	\$330

If you wish to purchase addition insurance coverage for your trip, such as Medical and/or Trip Cancellation/Interruption, please contact us.

U.S. to Canada Trips: Your Insurance Options

We are required by law to inform you of our various insurance options. We strongly recommend that you distribute this information at your first parent meeting.

Why purchase insurance? Simply put: Peace of mind. The cost of these insurance options is very reasonable compared to the costs you could face in the event of an unprecedented event that requires medical attention and/or trip cancellation.

Option 1: Medical Only

Must be purchased at least 30 days before departure.

Trip Duration	Cost (students)	Cost (adults)
4 days or less	\$10	\$15
Each additional trip day	\$2.20	\$3.40
Limit	\$150,000	
What's Covered		
24/7/365 Travel Assistance	Included	
Medical Expense (per accident or sickness)	\$100 deductible (\$100,000 at 100%)	
Emergency Medical Reunion	Up to \$5,000 (incl. hotel/meals, \$300/day, 10 days max)	
Accidental Dental (natural teeth only)	Covered	
Dental Relief of Pain	\$1,000	
Pre-existing Conditions Coverage Limit	Up to \$2,500	
Mental and Nervous	\$2,500 outpatient \$5,000 inpatient	
Emergency Medical Evacuation	\$100,000	

Option 2: Comprehensive (Medical & Cancellation)

Must be purchased at the same time as your initial deposit.

Trip Duration	Cost (students)	Cost (adults)
4 days or less	\$20	\$28
Each additional trip day	\$5	\$7
Limit (medical)	\$150,000	
Limit (cancellation)	\$5,000	

Continued on next page



Option 2: Comprehensive (continued)

What's Covered	
24/7/365 Travel Assistance	Included
Medical Expense (per accident or illness)	No deductible (\$150,000 at 100%)
Emergency Medical Reunion	Up to \$5,000 (incl. hotel/meals, \$300/day, 10 days max)
Accidental Dental (natural teeth only)	Covered
Dental Relief of Pain	\$1,000
Pre-existing Conditions Coverage Limit	Primary: \$10,000 Secondary: Up to policy limit
Mental and Nervous	\$2,500 outpatient \$5,000 inpatient
Emergency Medical Evacuation	\$100,000
Trip Delay	\$200/day (\$1,000 max)
Trip Interruption	\$1,000
Trip Cancellation (including terrorism)	\$5,000
Baggage & Personal Effects	\$500/item (\$1,000 max); \$50 deductible
Baggage Delay	\$100/item (\$500 max)



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Tour Price (including taxes)

Complimentary chaperones Double occupancy	Paying students Quadruple occupancy	Per student
5	50	US\$305.00
5	45	US\$319.00
4	40	US\$325.00

Options (not included in Tour Price)

	Per person
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Date

HEUVELTON CENTRAL SCHOOL

2017-2018 Budget Calendar

November 16, 2016	Present 2017-2018 budget calendar and budget development procedures to the Board of Education for adoption
December - January	Administrative Team will Review District needs and instructional priorities for 2017-2018 school year.
January 3, 2017	Heuvelton Central School's Requisitions due to appropriate Building Administrator
February 15, 2017	Regular Board of Education meeting to present 2017-2018 preliminary budget forecast and budget assumptions to the Board of Education
March 8, 2017	Special Board of Education meeting to review tentative 2017-2018 Budget with the Board of Education for review and comment
March 22, 2017	Regular Board of Education meeting to include review of 2017-2018 Proposed Budget with time set aside for public comment
March 30, 2017	First publication of Legal Notice of date time, and place of School Budget Hearing and Annual Budget Vote/Board Election.
April 5, 2017	Special Board of Education meeting to review tentative 2017-2018 Budget with the Board of -- Education for review and comment.
April 6, 2017	BOCES Annual Meeting and Review of BOCES Tentative Budget – to be held in conjunction with St. Lawrence-Lewis Counties School Boards Association Annual Meeting
April 13, 2017	<u>Second</u> publication of Legal Notice of date, time and place of School Budget hearing and Annual Budget Vote/Board Election
April 21, 2017	Property Tax Report Card submitted to State Education Department
April 25, 2017	Board of Education Meeting to vote on BOCES Administrative Budget, BOCES Board Member(s), consideration of any propositions to be placed on the ballot, and approval of 2017-2018 BOCES Final Commitment Form. 5:00 p.m. deadline for submission of petitions for Board of Education Candidates - 5:00 p.m. deadline for submission of petitions for propositions to be placed on the ballot
April 26, 2017	Budget Statement and required attachments available upon request and Budget newsletter mailed to eligible voters.
April 27, 2017	<u>Third</u> publication of Legal Notice of date, time, and place of School Budget Hearing and Annual Budget Vote/Board Election
May 3, 2017	Budget Hearing on 2017-2018 Proposed Budget.
May 10, 2017	Budget Notice mailed to all District eligible voters
May 11, 2017	<u>Fourth</u> publication of Legal Notice of date, time, and place of School Budget Hearing and Annual Budget Vote/Board Election.
May 16, 2017	Annual Meeting to vote on 2017-2018 Proposed Budget and elect two (2) Board of Education Members.

*Adoption of 2017-2018 Proposed Budget, appointment of Chairperson, Clerk and Election Inspectors for Budget Vote/Board Election, and approval of Property Tax Report Card must be approved no later than April 5, 2017 due to submission for Property Tax Report Card on April 21, 2017.

A Regular Meeting of the Board of Education of the Heuvelton Central School District was held in the Multi-Media Room on Wednesday, October 26, 2016. The Meeting was called to order by President Andrew Martin at 7:08 p.m.

Members present: Andrew Martin, President, Barbara Knauf, Vice President, Michael Davis, Dennis Durant, Todd Mashaw, Michelle McGaw and Thomas Nichols

Members absent: Mike Davis, Todd Mashaw and Michelle McGaw

Also present: Susan Todd, Superintendent, Shannon Jordan, PreK-6 Principal, Jesse Coburn, PreK-6 Principal, Michael Robinson, Assistant Business Manager and Tessa Herron, District Clerk

Guests: N. Wilson Mashaw, T. LaPiene, S. Johnston, A. Merrill & W. Birchbickler

16-69 Motion #1 To adopt the proposed agenda.
 Adopt Proposed Agenda Moved: Knauf Seconded: Nichols
 Four present, four ayes. Carried

16-70 Public Forum No one from the public addressed the Board at this time.

16-71 Motion #2 To accept the recommendations on the consent agenda for the October 26, 2016 meeting which included:
 Consent agenda

- To approve the minutes of the September 28, 2016 Regular Meeting of the Board of Education.
- To accept the Financial Reports for the periods ending June 30, July 31, August 31 & September 30, 2016.
- To accept the Budget Transfers for the periods ending June 30, July 31, August 31 & September 30, 2016.
- To accept the Treasurer's Report for the period ending September 30, 2016.
- To accept the Warrants for the period ending September 30, 2016 as previously approved by the Claims Auditor.
- To approve arranging for the appropriate programs and services for District Students with disabilities as previously approved by the District's Preschool Committee on Special Education.
- To authorize the Board President to sign the 2016-2017 Lease Agreement between the Heuvelton Central School District and St. Lawrence-Lewis BOCES.
- To accept the following resolution for the Standard Work Day and Reporting:
 - BE IT RESOLVED, that the Heuvelton Central School District hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body.

Title	Name	Registration Number	Standard Work Day (Hrs/day)	Term Begins/ Ends	Participates in Employer's Time Keeping System (Y/N)	Days/ Month (Based on Record of Activities)
District Clerk	Tessa Herron	41538299	7.50	07/01/2016 - 06/30/2017	Y	
Internal Claims Auditor	Patricia Hebert	41398801	7.50	07/01/2016 - 06/30/2017	N	.80
Substitute Calling Person	Sharon Murdock	36673077	7.50	07/01/2016 - 06/30/2017	N	3.19
Extra-Curricular Treasurer	Tessa Herron	41538299	7.50	07/01/2016 - 06/30/2017	N	.63
Tax Collector	Victoria Thornhill	43156520	7.50	07/01/2016 - 06/30/2017	N	15.33

- Field Trip Notification
 - IMPETUS, Clarkson University, 9/28, 10/5, 11/2, 1/18, 2/1, 3/15, & 4/5/17
 - Juniors & Seniors to OFA, College Fair, 10/4/16
 - 9-12 to OFA, OCP – The Scarlet Letter, 10/4/16
 - PreK to Heuvelton Fire Hall, 10/12/16
 - Whiz Quiz, PBS Studios, Watertown, 10/14/16
 - Grades 6-8 to OFA, NYS Troopers – Internet Safety, 10/25/16
 - Band to Carrier Dome, NYS Field Band Competition, 10/30/16
 - Hands on History – After-school Group, Pickens Hall, 11/1/16
 - Spanish Club to Sackets Harbor Central School, Latin American Arts dance, 11/9/16

Motioned: Nichols Seconded: Knauf
Four present, four ayes. Carried

- 16-72 Presentation **A. School Board Recognition Week: October 24-28, 2016:** Mrs. Todd presented the Board with numerous student cards, photos from students thanking the Board for all they've done to improve the learning environment of the school. A video was presented from Mrs. McAllister & Mrs. Simmons' class.
- 16-73 Motion # 3
Appointment - Clerk To appoint Sherry Brown to the position of Part-time Clerk at the salary of \$12.00 per hour effective October 27, 2016.
Moved: Nichols Seconded: Knauf
Four present, four ayes. Carried
- 16-74 Motion # 4
Appointment - Coaches To appoint the following individuals for winter 2016-2017 coaching appointments:
 - Mandi McNamara – Cheerleading 5th year - \$4,148
 - Josh McAllister – Boys Varsity Basketball 12th year - \$5,007
 - Rob Powers – Girls Varsity Basketball 15th year - \$5,436
 - Andy Rupert - Boys Modified Basketball – 5th year - \$2,575
 - Denise Curry– Girls Modified Basketball – 11th year - \$3,003
 - Austin Weakfall– Girls JV Basketball 8th year - \$3,433
 - Ken Gardner - JV Boys Basketball Position -3rd Year \$3,148
Moved: Durant Seconded: Knauf
Four present, four ayes. Carried
- 16-75 Motion # 5
Appointment – Volunteer
Coaches To approve the following individuals as volunteer coaches for winter 2016-2017:
 - David Putman- Assistant JV Basketball Coach-Volunteer
 - David Bayne – Assistant Varsity Basketball Coach – Volunteer
 - Bernie Breault- Assistant Modified Girls Basketball Coach – Volunteer
 - Renee Palmer- Assistant Cheer coach-Volunteer
Moved: Nichols Seconded: Knauf
Four present, four ayes. Carried
- 16-76 Motion # 6
Extra-Curricular
Appointment To approve the following 2016-2017 Extra-Curricular Class Advisors:
 - Class of 2020 – Jennifer Gray
Moved: Knauf Seconded: Durant
Four present, four ayes. Carried
- 16-77 Motion #7
Appointment – Snow
Removal To appoint the following individuals responsible for snow removal from November 1, 2016 to April 1, 2017:
 - Chris Cole, Supervisor: Stipend of \$3,200
 - David Scott: Stipend of \$2,500
 - Eugene Stevens: Stipend of \$2,500
 - Jay Pike: Stipend of \$2,500
 - Andy Cole: Stipend of \$2,500
Moved: Nichols Seconded: Knauf
Four present, four ayes. Carried
- 16-78 Information
Administrative/Board
Reports External Audit Report – Mrs. Todd and committee members previously met with auditor (Furgison) to review the audit report. Title 1 payroll certifications were discussed and recommendations made.
- 16-79 Motion # 8
External Audit Report To approve the external audit report for the period ending June 30, 2016.
Moved: Nichols Seconded: Knauf
Four present, four ayes. Carried

Mrs. McGaw entered the meeting at 7:25 p.m.

- 16-80 Administrative/Board
Reports Mrs. Jordan discussed with the Board the following:
 - October flew by – looking at Halloween soon
 - Fire Prevention week – October 18th, thanks to Jon Ashlaw & the crew at the Fire Hall for all their help with this
 - Evacuation Drill on October 6th – kids were absolutely amazing
Mr. Coburn discussed with the Board the following:
 - Shannon & I have been looking at the 3-8 data – we will be meeting with staff next week to go over this data, looking forward to those conversations
 - Getting all the statewide averages for APPR – been in touch with testing dept. for state, got in touch with local

Heuvelton, NY 13654

BOCES for this information

- Students are attending Board meetings for Ms. Whalen's Government class. The NHS organized a trick or treat for a cause and will going out in the village on Halloween to gather non-perishable food items to go towards the HCS Backpack program.
- Public Speaking class is doing the morning announcements this year
- BOCES had their Open House last week
- This week we were disappointed we did not get to see the Lonely Heartstrings band at Pickens on Monday afternoon.
- Grades 6-8 went to an assembly at OFA on Internet safety on 10/25
- Soul Street assembly for grades 7-12 on 10/27
- Fall Sports awards next week
- Musical is coming soon

Mr. Robinson discussed with the Board the following:

- Audit was submitted to the state by the 15th
- Exit interview with the State Comptroller went well
- Attending different webinars/training

Mrs. Todd discussed with the Board the following:

- Regent Dinner – Correspondence
- Food Pantry meeting yesterday – they have obtained a grant and are looking at a school district to house a school pantry. The school selected would provide a space for this, have somebody help coordinate it, work into service projects for the students, working in the food pantry or helping with the food pantry. The district has not made a total commitment to this. The district is still in the learning stage. Mr. Coburn is going to reach out to more people on it.

Mr. Martin stated that he is in support of the project but would like to know more logistics of it. Mr. Durant asked how the food would be distributed. Mrs. Todd stated that the district would determine how/when they would do this.

Mrs. Jordan shared that the grant provides finances for the refrigeration, shelving, etc. There is still a lot to learn. Mr. Coburn stated that their goal for the grant was to get a district out of the Jefferson, Lewis or St. Lawrence County districts. The representatives from the different churches who attended the 10/25 meeting were very supportive of this idea.

- 16-81 Public Forum No one from the public addressed the Board at this time.
- 16-82 Motion # 7
Convene Executive Session
To approve convening an Executive session at 7:43 p.m. for the purpose of discussing the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation and appoint Susan Todd as Clerk Pro-Tem.
Moved: Durant Seconded: Knauf
Five present, five ayes. Carried
- 16-83 Motion # 8
End Executive Session
To approve ending Executive Session at 8:04 p.m.
Moved: Durant Seconded: Knauf
Five present, five ayes. Carried
- 16-84 Motion # 9
Adjournment
To approve adjourning the meeting at 8:06 p.m.
Moved: Nichols Seconded: McGaw
Five present, five ayes. Carried

Respectfully Submitted,

Tessa E. Herron
District Clerk

Respectfully Submitted,

Susan E. Todd
Clerk Pro-Tem

2016-2017 SCHOOL TAXES

AFFIDAVIT OF COLLECTOR

STATE OF NEW YORK

COUNTY OF ST. LAWRENCE

Vicki L. Thornhill
51 State Street
Heuvelton NY 13654
(NAME AND ADDRESS OF COLLECTOR)

DEPOSES AND SAYS THAT THE FOREGOING LIST OF UNPAID TAXES FOR A TOTAL OF (Trial balance

"NOT Collected" Total) \$ 378,447.95, PLUS INTEREST ADDED OF (3% Interest from the
calculation sheet) \$ 5,564.94, PLUS UNPAID RETURNED CHECK FEES OF \$ 0,

FOR A GRAND TOTAL OF \$ 378,012.89

IS FOR PROPERTY ALL IN Heuvelton Central School, THAT NONE OF
(NAME OF SCHOOL DISTRICT)

THE TAXES LISTED HAVE BEEN PAID; THAT DILIGENT EFFORT HAS BEEN MADE TO COLLECT THE
SAME; THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF ALL 2016-2017 UNPAID SCHOOL
TAXES IN THE SAID SCHOOL DISTRICT, EXCEPT ANY STATE WILD LAND OR STATE
REFORESTATION TAXES.

Victoria L. Monkeel
(SIGNATURE OF COLLECTOR)

SUBSCRIBED AND SWORN TO BEFORE ME

THIS 14th DAY OF November, 2016.

(NOTARY PUBLIC)

DANIELLE BARSE
Notary Public, State of New York
Registration #01BA6343040
Qualified In St. Lawrence County
Commission Expires May 31, 2020

HEUVELTON CENTRAL SCHOOL DISTRICT Trial Balance Report 2016

Date: 11/14/2016	Town/County		
Warrant	\$2,475,767.44		
Adjustments	\$-604.00		
Adjusted Warrant	\$2,475,163.44		
Full Payments	\$1,748,391.39		
Partial Payments	\$340,231.46		
Direct to County	\$14,092.64	<i>NOT Deposited in the bank</i>	Direct to Cty \$14,092.64
Over Paid	\$0.00	<i>(to be refunded)</i>	Direct Penalties \$0.00
Tax Collected	\$2,102,715.49	Collected 84.95 %	Total Direct \$14,092.64
Tax - Direct	\$2,088,622.85		
Service Charge	\$0.00	Service Charge Billed	\$0.00
Surcharge	\$5,718.63		Credit \$0.00
Misc Coll.	\$0.00		Cash \$135,948.71
Full/Partial Penalties	\$903.96		Check \$1,959,296.73
Net Deposit	\$2,095,245.44		Total Deposit \$2,095,245.44
NOT Collected	\$372,447.95	Does not include any overpayments shown above	Includes overpayments shown above

Balance Successful

This sheet should match your bank records.

2016-2017 SCHOOL TAX CALCULATIONS

SCHOOL DISTRICT

TAXES COLLECTED (Tax - Direct)	<u>2,088,622.85</u>	
SURCHARGE COLLECTED	<u>5,718.103</u>	
PENALTIES COLLECTED	<u>903.96</u>	
SERVICE CHARGE COLLECTED	<u>0</u>	(Returned Check Fees)
MISCELLANEOUS COLLECTED	<u>0</u>	
TOTAL AMOUNT COLLECTED	<u>2,095,245.44</u>	(this should equal your deposits)

FULL TAXES RETURNED	<u>185,497.90</u>	(net on Not Paid at all report)
PLUS 3% INTEREST on FULL TAX	<u>5,564.94</u>	(Full Tax Returned times 3%)
PLUS NET UNPAID INSTALLMENTS	<u>186,950.05</u>	(net Partially Paid report)
PLUS UNPAID RT'D CK FEES	<u>0</u>	
TOTAL DUE TO THE SCHOOL		<u>378,012.89*</u>
ADD REFORESTATION IF APPLICABLE (Direct to County)		<u>14,092.64*</u>
TOTAL DUE TO THE SCHOOL(w/Direct to County)		<u>392,105.53*</u>

TAXES COLLECTED (Tax - Direct)	<u>2,088,622.85</u>
PLUS CORRECTION OF ERRORS/ADJUSTMENTS	<u>1,041.00</u>
PLUS NOT COLLECTED FROM TRIAL BALANCE	<u>372,447.95</u>
PLUS DIRECT TO COUNTY (NYS Reforest.)	<u>14,092.64</u>
ADD ABOVE = TOTAL ORIGINAL SCHOOL WARRANT	<u>2,475,767.44</u>

FOR USE BY COUNTY TREASURER'S OFFICE ONLY