

**Draft MINUTES  
Laurens Central School  
Special Meeting of the Board of Education  
FACS Room 115 - 7:30 PM  
November 9, 2021**

**Opening of Meeting**

**I. OPENING OF MEETING**

1. Call to order

The meeting was called to order at 7:30 pm by President C. Struckle.

2. Roll call and quorum check

**Board Members Present:** C. Struckle, T. Francisco, G. Murello, P. Bush, M. Wikoff

**Board Members Absent:** None

**Others Present:** W. Dorritie, Superintendent; J. Mushtare, Building Principal; P. Weir, District Clerk; K. DeGroat, District Treasurer; L. Gifford, Director of Instructional Support Services; Members of the Staff and Community (see attached sign in sheet).

**Adoption of Agenda**

**II. ADOPTION OF AGENDA**

Motion made by P. Bush, seconded by T. Francisco to adopt the agenda. Motion carried 5-0-0.

**Personnel**

**III. PERSONNEL - NEW BUSINESS**

**A. PERSONNEL**

**Be It Resolved** that the Laurens Board of Education, upon the recommendation of the Superintendent, approve the following:

**Substitutes**

1. The appointment of the following individuals as substitutes for the 2021-2022 school year:

**Custodian - \$12.50 per hour (anticipated increase to \$13.20 on 1/1/22)**

Dennis Hume

Audie Yager, pending fingerprint clearance

**Non-Certified Teacher - \$90.00 per day**

Dana Silvestro

**Teacher Aides - \$12.50 per hour (anticipated increase to \$13.20 on 1/1/22)**

Dana Silvestro

Motion made by G. Murello, seconded by T. Francisco to approve the above appointments. Motion carried 5-0-0.

**M. Hoose Resignation**

2. The resignation of Margaret Hoose from the position of Elementary Teacher, effective November 12, 2021.

Motion made by T. Francisco, seconded by M. Wikoff to accept the above resignation. Motion carried 5-0-0.

**D. Dennett Resignation**

- 3. The resignation of Danielle Dennett from the position of School Counselor effective November 23, 2021.

**Motion made by G. Murello, seconded by P. Bush to accept the above resignation. Motion carried 5-0-0.**

**New Business**

**B. NEW BUSINESS**

**Be It Resolved** that the Laurens Board of Education, upon the recommendation of the Superintendent, approve the following:

**2020-2021 Audit**

- 1. To accept the 2020-2021 Audit as completed by External Auditor, Cwynar and Company.

**Motion was made by P. Bush, seconded by T. Francisco to accept the 2020-2021 Audit. Motion carried 5-0-0.**

**Corrective Action Plan**

- 2. To approve the District's Corrective Action Plan in response to the annual External Audit as set forth in the Management Letter dated October 29, 2021 and as required by the NYSED.

**Motion made by T. Francisco, seconded by M. Wikoff to approve the above plan. Motion carried 5-0-0.**

**Executive Session**

**IV. EXECUTIVE SESSION**

**Be It Resolved** that the Laurens Board of Education, upon the recommendation of the Superintendent, enter executive session for the following reasons:

- 1. Personnel
- 2. Parent Request

**The Board adjourned to executive session at 7:32 pm by parent request and to discuss Personnel issues. Motion made by M. Wikoff, seconded by T. Francisco. Motion carried 5-0-0.**

**Final Adjournment**

**V. FINAL ADJOURNMENT**

**The Board adjourned from executive session at 7:53 pm. Motion made by G. Murello, seconded by T. Francisco. Motion carried 5-0-0.**

**The Board adjourned, without further discussion, at 7:54 pm. Motion made by M. Wikoff, seconded by P. Bush. Motion carried 5-0-0.**

PLEASE PRINT YOUR NAME BELOW

Special Meeting

November 9, 2021

PLEASE NOTE: IF YOU SPEAK AT A BOARD MEETING DURING PUBLIC COMMENT, YOUR NAME WILL APPEAR IN THE BOARD MINUTES. PLEASE UNDERSTAND THAT OUR MINUTES ARE PLACED ON OUR WEBSITE AND YOUR NAME WILL APPEAR ON THE INTERNET.

1. *Jerson Johnson*

2. *Donal*

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# LAURENS CENTRAL SCHOOL

"WHERE COMMUNITY AND SCHOOL CREATE SUCCESS."

P.O. BOX 301  
LAURENS, NEW YORK 13796  
TELEPHONE (607) 432-2050  
FAX (607) 432-4388

WILLIAM F. DORRITIE  
Superintendent

JOHN MUSHTARE  
Building Principal

November 3, 2021

NYS Education Department  
Office of Audit Services  
89 Washington Ave., Room 524 EB  
Albany, NY 12234

Dear Sir:

The purpose of this correspondence is to provide your office with the Laurens Central School District's response to the management letter as written by district auditors, Cwynar and Company.

**Comment #1: Appropriated Fund Balance (LCSD21.1)**

The Auditor recommends that the District include in its yearend procedures a reconciliation of appropriated fund balance to the voter approved budget for the upcoming year.

**District Response:**

The district has updated the yearend procedures to reconcile appropriated fund balance.

**Comment #2: Prior Year Adjustments (LCSD 21.2)**

The Auditor recommends that prior period adjustments relating to revenue and expenditures should only impact fund balance and not current year budgetary accounts. .

**District Response:**

The district has corrected the in properly recorded journal entry and will update yearend procedures to reflect the auditors' recommendations.

**Comment #3: Excess Fund Balance (LCSD 20.4)**

The Auditor recommends that the district develop a plan to comply with the fund balance limit.

**District Response:**

The district reviews fund balance annually and makes every effort to stay within the fund balance limit. For the 2020-2021 school year the district made the decision to keep excess fund balance. This decision was due to the financial effects of the Corona virus pandemic. The anticipated loss of revenue and additional expenses incurred due to the pandemic will have lasting financial effects on the district. The excess fund balance will help the District's future budgets.

**Comment #4: Extraclassroom Cash Receipts (LCSD 19.6)**

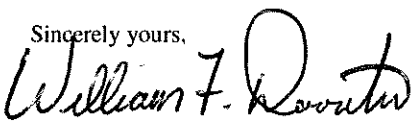
The Auditor recommends that cash collection reports should be accompanied by a source of revenue report. This could include a list of funds collected by name, ticket sales, fundraising profit and lost reports, etc.

**District Response:**

The district continues to require clubs to submit source of funds. We review this procedure every year with our club advisors.

Please contact my office at (607) 432-2050 Ext. 1121 or 1141 should you have any questions about the information provided.

Sincerely yours,



William F. Dorritie  
Superintendent