

South Lewis Central Schools 2022-23 Budget

March 15, 2022



CURRENT 2021-22 Budget

\$28,000,656

- **Cost-Drivers/Expenditures:**
 - Salaries:
 - Administrative/Supervisory/Confidential: 3.00 to 3.25%
 - SRP: 3.5%
 - SLTA: In Negotiations
 - Healthcare: 7.0% increase
 - Workers' Compensation: 5.5% decrease
 - Pensions:
 - ERS: Decrease from 16.2% to 11.6% of payroll (28% decrease)
 - TRS: Increase from 9.8% to 10.29% of payroll (5% increase)
 - Building/Department Budgets: 2.3% increase (total = \$2,982,732)
 - BOCES Budget: 8% decrease (total \$2,608,374)
 - RIC Budgets: 6% decrease (total \$362,249)

- **State Aid/Revenue:**
 - Foundation Aid: 3% increase (\$352,926)
 - Expense Based-Aids (Transportation, BOCES, etc...) – No changes
 - Enrollment Based-Aid (Textbook/Software, Library, etc...) – No changes

Local Tax Levy History and Recommendation

- **Tax Levy History:**
 - 2012-13: 1.97% (Allowable Limit was 3.46%)
 - 2013-14: 1.98% (Allowable Limit was 4.95%)
 - 2014-15: 1.98% (Allowable Limit was 5.96%)
 - 2015-16: 1.95% (Allowable Limit was 3.45%)
 - 2016-17: 0% (Allowable Limit was .12%)
 - 2017-18: 1.25% (Allowable Limit was 2.8%)
 - 2018-19: 1.97% (Allowable Limit was 2.75%)
 - 2019-20: 1.75% (Allowable Limit was 2.56%)
 - 2020-21: 1.80% (Allowable Limit was 2.19%)
 - 2021-22: 3.23% (Allowable Limit was 11.46%)

- **10-Year Average:** 1.79% *(Utilized 45% of allowable limit which has averaged 3.97%)*

- **2022-23 Tax Levy Recommendation:**
 - 1.95% increase *(Estimated Allowable Limit is 2.43%)*

2022-23 Proposed Budget

\$28,540,102

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- **What is in/not in this budget compared to this year?**
 - **Purchase of three school buses*
 - All current programs and opportunities for students
 - Building/Department budgets as presented/requested
 - Mini-Renovation/Capital Outlay Project (\$100,000/Year)
 - HVAC Improvements/Addds (MS/HS Office, SBHC, and/or Library)
 - **Staffing Considerations:**
 - Public Relations/Communications
 - District Clerk Duties/Responsibilities
 - IT/Curriculum-Data Office Duties/Responsibilities
 - “Permanent” Substitute Teacher Concept
 - 3rd Building Maintenance Worker (vs. replacing a custodian)
 - Update: School Safety Officer (SSO)

2022-23 Proposed Budget

\$28,540,102

What is in/not in this budget compared to this year?

- Creation of a \$5 million Capital Reserve
 - Requires voter approval (does not increase taxes or the budget)
 - Not required to fund (fund with excess fund balance over 10-year period)
 - Offsets local share of any future capital improvement projects

- TBD: 21st Century Grant Application: \$386,000/Year
 - Award announcements expected in “Spring”*
 - 5 Years: July 1, 2022 to June 30, 2027
 - Summer Programming and Enrichment Programs (e.g. Robotics, Intramurals, etc.)
 - Academic Intervention Services (AIS)
 - After-School Program (Hand-In-Hand)
 - Transportation Costs
 - Professional Development
 - Parent Educational Programs

2022-23 Enrollment (UPK-12)

	Grade	Students	Total
Elementary	<i>UPK (2 AM & 2 PM)</i>	<i>72 (4 Sections)</i>	<i>18</i>
	<i>K</i>	<i>80 (4)</i>	<i>20</i>
	1	84 (4)	21
	2	69 (4)	17
	3	72 (4)	18
	4	65 (4)	16
		442/24 = 18.4	ES = 442
Middle School	5	65	
	6	74	
	7	67	
	8	77	MS = 283 Total
High School	9	74	
	10	47	
	11	65	
	12	66	HS = 252 Total

2022-23 Proposed Budget

\$28,540,102

- 1.9% spending increase (+ \$539,446)
- 1.95% Tax Levy Increase Recommendation (Allowable Limit is 2.43%)
- Changes of Note:
 - **Purchase of three school buses*
 - **Creation of a Capital Reserve*
 - All current programs and opportunities for students
 - Building/Department budgets as presented/requested
 - Mini-Renovation/Capital Outlay Project (\$100,000/Year)
 - HVAC Improvements/Additions (MS/HS Office, SBHC, Library)
 - Staffing Considerations:
 - Public Relations/Communications
 - District Clerk Duties/Responsibilities
 - IT/Curriculum-Data Office Duties/Responsibilities
 - “Permanent” Substitute Teacher Concept
 - 3rd Building Maintenance Worker (vs. replacing a custodian)
 - School Safety Officer (SSO)

Scheduled for Budget Adoption on March 29th



DISCUSSION

SOUTH LEWIS CENTRAL SCHOOL DISTRICT



TRANSPORTATION DEPARTMENT



For more information, please contact:
Andrew Krokowski,
Transportation Supervisor
(315)348-2590 | akrokowski@southlewis.org

PRESS RELEASE
FOR IMMEDIATE RELEASE
March 1, 2022

South Lewis Central School District is proud to announce the launch of a new smartphone based app called **Traversa Ride 360**. The FREE Traversa Ride 360 app provides secure access to each student's routing information, including a GPS location of where the student's bus is currently located and provides a live estimated time of arrival for each location.

Traversa Ride 360 allows parents and students to access their own secure data for bus stop location, route and pick up time. All of our District buses are equipped with GPS hardware that allows users of Traversa Ride 360 to know when to expect their bus each day.

This technology allows the District to be more accessible, integrated and intuitive. Parents and students can easily access their routing information in an accurate and timely manner. Student and routing data is secure, however this data is synchronized between our routing software and the Traversa Ride 360 app.

Parents and students can quickly and easily access their student data with little or no training. The friendly user interface will be immediately familiar to anyone who has ever used any type of mobile app.

Traversa Ride 360 works in combination with a tablet or rather a "**Tyler Drive**" that is installed on every school bus in our fleet. Tyler Drive provides state-of-the-art navigation and helps our drivers handle unanticipated road closures or missed stops. When a bus needs to be rerouted for any reason, the most safe and efficient route is always maintained. This technology also eliminates the need for paper maps and student lists. All tablets have a motion lock installed which blacks out the screen whenever the bus is in motion. Drivers will rely on the audio instructions to reach the next stop. All of the data for Tyler Drive is synchronized with our routing software, allowing Transportation Department personnel to push the most up to date information to the drivers consistently.

The South Lewis Central School District is the fourth largest school district in geographical size in New York State. The District is comprised of nearly 365 square miles and transports nearly 1,000 resident students to and from our campus daily. With twenty four school buses in our fleet, we travel almost 2,700 miles a day or nearly 500,000 miles each year.

To download the Traversa Ride 360 App, search for "Traversa Ride 360" in your [Google Play Store](#) or [Apple App Store](#).

For instructions, click on "[Ride 360 Instructions](#)" or visit the Transportation webpage on www.southlewis.org

For more information or assistance with the Traversa Ride 360 app, please contact the South Lewis Transportation Department at (315) 348-2590 or by email at akrokowski@southlewis.org



March 1, 2022

New Masking Guidance Update
Supplemental Information
to the “Interim NYSDOH Guidance for Classroom Instruction in P-12 Schools During the 2021-2022 Academic Year”

Summary of changes from February 4, 2022, Interim NYSDOH Guidance for Classroom Instruction:

- This document removes the statewide requirement for universal masking in schools, and applies to P-12 elementary and secondary public, charter, private and state-operated schools, including residential schools and programs serving students with disabilities, as regulated by the New York State Education Department.
- Local health departments (LHD) are encouraged to assess conditions and tailor guidance to their jurisdiction. A LHD may implement masking requirements that are more restrictive than the state. LHDs and school districts and private schools may consult and collaborate on masking and testing decisions.
 - Some school districts cross county boundaries. Schools should follow the guidance of the LHD for the county in which the school building is located.
- In all settings, masking continues to be required upon return from isolation during days 6 through 10 after COVID-19 infection.
- Masking, regardless of vaccination status, is strongly recommended for 10 days after a known exposure.
- Testing on Day 5 after exposure is strongly recommended to detect infection among individuals identified as exposed or potentially exposed; identification of exposed individuals may be simplified by using group (e.g., classroom, school bus) rather than individual assessments. Contact tracing (“individual assessments of exposure”) also may be helpful to identify exposed individuals.
- Schools should notify affected families, staff, and teachers of exposure to an individual who reports a new COVID-19 infection.
- All schools are strongly encouraged to use other mitigation measures including improved ventilation, access to and encouragement of vaccination, surveillance testing, and access to free over the counter at-home test kits.
- This document contains a new section entitled “Implementation of the Removal of Mandated Masking in the School Setting,” which contains updated guidance on school masking, exposures, and what actions should be taken after cases/exposures occur in school.
- Two previous sections, “Close Contact Exception Update” and “Mask Breaks in Schools” were removed, because the key points were incorporated elsewhere.
- The previous “Test to Stay” section has been replaced with a section providing links to additional information about testing and testing resources.

I. Implementation of the Removal of Mandated Masking in the School Setting

The state requirement for universal masking in P-12 school settings ended on March 2, 2022. Decisions on masking that are more protective than state requirements may be made by local health departments, guided by local conditions. Attention should be given to equity in the adoption of more protective measures, particularly testing.

Schools in NYS have been operating safely during the COVID-19 pandemic through adoption of recommended public health measures, including but not limited to masking. Additional mitigation measures should remain in use, including improved ventilation, widespread vaccination, testing and use of home test kits, maintaining physical distance as feasible, hand hygiene and cough/sneeze etiquette, encouraging students and staff to stay at home when ill or symptomatic, and voluntary mask wearing for those who prefer the extra protection.

This updated guidance aligns with the new [CDC Community Burden Framework](#) which guides state and local jurisdictions on COVID-19 mitigation measures based on level of community burden. Counties are designated “Low” COVID-19 burden when there are fewer than 200 new cases per 100,000 residents over the previous 7 days, there are fewer than 10 new admissions per 100,000 persons total over the previous 7 days, and less than 10% of all occupied inpatient hospital beds are occupied by someone with COVID-19. CDC guidance recommends masking for all individuals, including in schools, when a jurisdiction is at “High” community burden. Local health departments are strongly encouraged to implement universal masking when the county COVID-19 community burden is high.

MASKING:

Students, staff and teachers must wear masks on return to school during Days 6 – 10 of their isolation period.

NYSDOH recommends students, staff and teachers wear masks when:

- They feel more comfortable wearing a mask for personal reasons.
- They were in the same room within the school as someone diagnosed with COVID-19 for 15 minutes or longer and were thus exposed or potentially exposed, when group contact tracing is used (see below).
- They are known to have been exposed to COVID-19 in any setting within the previous 10 days.
- They are moderately-to-severely immunocompromised and have discussed the need to mask with their healthcare provider(s).

Masks should be well-fitted and appropriately worn (to cover nose and mouth) and should conform to [CDC guidelines for masks and respirators](#).

Masking is no longer required on school buses or vans. Individuals who are required to wear masks in school should wear masks on school transport.

School monitoring of masking compliance should focus on ensuring anyone returning from a new COVID-19 infection is appropriately wearing a well-fitting mask on days 6-10

Masked and unmasked people will be working and learning alongside each other in schools. It is essential that schools establish “mask positive” environments so those who wear masks, whether by choice, expectation, or requirement, are not stigmatized, bullied, or made to feel uncomfortable, and

likewise, those for whom masks have not been required or recommended are not stigmatized, bullied, or made to feel uncomfortable. Pursuant to the Dignity For All Students Act, students have the right to a school environment free from harassment and bullying. School officials should communicate mask policy changes to the local community to manage expectations. School officials also should communicate about and plan for a possible return to universal mask wearing should community burden increase.

Whenever persons are expected or required to wear masks, masks may be removed when eating, drinking, singing, going outside, or playing a wind instrument. When masks are removed for these purposes, physical distancing of 6 or more feet should be maintained to the extent possible.

NYS aligns with the [CDC definition of close contact](#) in schools. In the school setting, with universal masking, a close contact was generally defined as less than 3 feet from an infected student if both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time. **The exception allowing 3-feet of distance to determine exposure in schools does not apply to unmasked individuals**, nor does it apply to teachers, staff, or other adults regardless of masking. *This means that in settings where masks are not worn, anyone within a 6-foot radius of an infected person should be considered exposed. This “zone of exposure” does not mean schools should rearrange the physical footprint or space students six feet apart.*

NOTIFICATIONS:

To protect themselves and others and stop the spread of COVID-19 in the household and community, schools should notify through either group or individual level contact tracing affected school staff, students, and their parents/guardians whenever an individual either:

1. Was in the same room as an infected individual and so was exposed or potentially exposed (i.e., in the same classroom as an infected individual for longer than 15 minutes), if schools are employing “group level contact tracing,” or
2. Was identified as being exposed because they were a close contact of an infected individual if schools are employing “individual level contact tracing.”

Note: Group contract tracing, (e.g., classroom, school bus), in #1 above, is expected to alleviate the need for most classic (“individual”) contact tracing in schools. Criterion #2 above should be used if the school is conducting individual-level contact tracing to reduce the number of students affected by masking/testing and in some situations where there might have been exposures outside the classroom setting, such as non-classroom-based extracurricular activities.

NYSDOH recommends exposed or potentially exposed individuals follow [NYSDOH Isolation and Quarantine Guidance](#) for testing and masking.

II. Testing in a school setting with reduced mask usage

In the absence of a statewide masking requirement, COVID-19 testing remains a recommended public health strategy for surveillance and to identify infected individuals quickly so that they can isolate and avoid spreading COVID-19 further. New York State has provided schools with over 20 million tests to support this strategy. Whenever someone in school – student, staff or teacher – is determined to have been exposed or potentially exposed, the individual should be tested for COVID-19 as follows:

- Consider testing immediately upon learning of the exposure or potential exposure,

- At least 5 days after the last date of exposure or potential exposure, regardless of vaccination status,
- If the individual is not fully vaccinated and attending or working at school after an exposure or potential exposure, frequent testing (e.g., daily, every other day, at least twice within 5 days) from the date of the exposure or potential exposure (Day 0) through at least day 5 should be strongly considered and encouraged,
- Exclude from school if a test is positive and/or exclude from school and test as soon as possible if symptoms develop,
- Exception: Individuals with lab-confirmed COVID-19 within the past 3 months do not need to get tested unless they develop symptoms.

Symptomatic individuals, regardless of vaccination status or recent infection, should stay home until tested and if positive or not tested, should isolate for 5 days, or until other criteria are met for school attendance (e.g., resolution of fever), whichever is longer. The [NYSDOH flow chart](#) addresses school attendance and requirements for children who have symptoms consistent with vaccine side effects shortly after receipt of the COVID-19 vaccine.

Exposed school staff and students and/or their parents/guardians are primarily responsible for ensuring that recommended testing occurs. Schools may supply testing kits to affected families for testing at home and/or provide access to existing testing programs at the school. To ensure that all families can comply with recommended testing, schools should conduct (if able and with consent) or facilitate or make available the recommended testing when families express concerns about their ability to do the testing.

Schools should track testing, including at-home testing and may choose to prioritize or limit tracking to cases in which testing compliance is of the greatest importance (e.g., higher risk exposures such as presence of someone with COVID-19 in the household, unvaccinated individuals, large clusters of cases). In the setting of COVID-19 outbreaks with ongoing transmission, schools should take a more active role to ensure that the recommended testing occurs. State-provided school specialists can assist in efforts to track cases and testing as needed.

Schools must remain current on their reporting of all COVID-19 test results that they conduct or that they become aware of, including results of home testing, to the New York State COVID-19 Report Card, in addition to their other reporting obligations under Public Health Law.

Exposed individuals, regardless of vaccination status, may remain in school by appropriately wearing a well-fitting mask and undergoing recommended testing and may participate in school-based extracurricular activities. These individuals also may continue to ride the school bus and attend school-administered childcare programs and programs licensed or permitted by OCFS to care for school age children (whether on-site at the school or off-site at a different location and whether they include students from a single or multiple schools).

OCFS-licensed or permitted programs may have additional recommendations or requirements on masking or testing. Those childcare programs should contact their regional office or regulator if they have questions. A list of OCFS Regional Offices can be found [here](#).

TESTING RESOURCES AVAILABLE TO SCHOOLS

There are many resources available to support testing for the school population. Please visit the [CDC Guidance for COVID-19 Prevention in K-12 Schools](#) which provides a list of resources for screening testing programs in schools and the New York State Department of Health Isolation and Quarantine [webpage](#) for additional information.

III. Exemption to weekly unvaccinated staff/teacher testing for recently recovered persons

School staff/teachers who were diagnosed with and recovered from COVID-19 within the past 3 months are not subject to the weekly testing requirement established in 10 NYCRR 2.62, which remains in effect. Asymptomatic individuals exposed to COVID-19 who have been previously diagnosed with laboratory confirmed COVID-19, and have since recovered, are not required to retest and quarantine within 3 months after the date of symptom onset from the initial COVID-19 infection or date of first positive diagnostic test if asymptomatic during illness. Schools will have to keep track of when the 3 months is over, at which time the staff person should resume testing.

Under these regulations, local health officials are given the duty and accompanying discretion as to how the requirements will be enforced.

IV. Use of Over-the-Counter Tests

There are numerous [COVID-19 antigen tests that have received United States Food and Drug Administration \(FDA\) Emergency Use Authorization \(EUA\)](#), including over-the-counter (OTC) tests authorized for home or self-testing. The Department allows the use of such OTC tests for school purposes; however, schools or LHDs are empowered to impose prohibitions, restrictions, or conditions on their use based on a consideration of the benefits and drawbacks. Schools must follow [guidance issued by the Centers for Medicare & Medicaid Services](#) and guidance from LHDs with regard to use of OTC tests, including the possible imposition of stricter criteria for their use if required by the LHD.

If OTC tests are used, schools/districts/LHDs must follow the instructions found on the package inserts for serial testing (if applicable). Many brands of OTC tests include two tests, both of which should be used as instructed by the manufacturer for asymptomatic individuals.

V. School exclusion

Schools should monitor mask wearing and track the use of recommended testing and may focus these activities on those at higher risk.

When schools become aware of failure to comply with recommended testing, then individuals who are not up to date on COVID-19 vaccination should stay home for 5 days after exposure. Individuals who are up to date on COVID-19 vaccination should be encouraged to complete the recommended testing but are not required to be excluded from school unless by policy of the school or local health department, as long as they wear a mask as recommended.

Some individuals may be medically unable to wear a mask. Schools or local health departments may decide on a case-by-case basis whether these individuals should be excluded from school or allowed to remain in school if exposed or potentially exposed. Examples of factors to consider include:

- The level of risk of the exposure (e.g., ongoing household exposure imposes a higher risk than exposure within six feet of distance or classroom exposure),

- The feasibility of conducting frequent testing (e.g., at least every other day) during the 5 days after exposure,
- Whether there are individuals in the classroom who are known to be at high risk for severe disease,
- The individual's vaccination status,
- Other mitigation measures in place (e.g., ventilation, distancing) and whether they can be strengthened or are already optimized,
- Circumstances of the child's learning and school attendance needs (e.g., cannot participate in remote instruction).

South Lewis Agriculture Department

East Road
Turin, NY 13473
(315)348-2520
rhoward@southlewis.org



February 15th, 2022

Dear Mr. Premo;

The South Lewis FFA would like to attend the 2022 in-person New York State FFA Convention. This year the state convention theme is "Define Your Story." Contests and community service events will be held at the Syracuse OnCenter. South Lewis has 18 members planning on attending this year's state convention. The dates for this year's convention are May 12-14. Lodging will be at the Embassy Suites. Registration fees will be split between students and the South Lewis FFA chapter. This is a great opportunity for our students who have missed out on so much.

Attached is an informational flyer. Please contact me with any questions.

Thank you,

Mrs. Rachael R. Howard
South Lewis FFA Advisor



CDE/LDE State Finals Draft Schedule

Thursday, May 12, 2022

Event	Contest Start Time	Contest Location
Ag. Communications	Thursday @ 10 AM	Cabinet, Board and Ambassador Rooms- Marriott Hotel
Ag. Issues	Thursday @ 10 AM	Directors Room- Marriott Hotel
Ag. Mechanics	Thursday @ 9:30 AM (Buses leave at 9 AM)	TBD
Aquaculture	Thursday @ 10 AM	Exhibit Hall B- OnCenter
Food Science	Thursday @ 10 AM	Empire Room- Marriott Hotel
General CDE Holding Areas	Thursday 10 AM – 5 PM	Honeoye Room and Conference Center- Marriott Hotel
Jr. and Sr. Extemp. Prep	Thursday @ 10 AM	Forum Room- Marriott Hotel
Jr. Extemp.	Thursday @ 10 AM	Executive Room- Marriott Hotel
Jr. People in Agriculture	Thursday @ 10 AM	Hemlock Room- Marriott Hotel
Jr. Prepared Speaking	Thursday @ 10 AM	Keuka Room- Marriott Hotel
Jr. Quiz Bowl Competition	Thursday @ 10 AM	Seneca and Owasco Rooms- Marriott Hotel
Marketing Plan	Thursday @ 10 AM	Candice and Conesus Rooms- Marriott Hotel
Marketing Plan Finals	Thursday @ 2 PM	Candice Room- Marriott Hotel
Drop off Scrapbook/Reporter/ Secretary Evaluations	Thursday by Noon	Committee Room- Marriott Hotel
Teach Ag LDE	Thursday @10 AM	Cayuga Court- Marriott Hotel
Sr. Extemp Speaking	Thursday @ 1 PM	Executive Room- Marriott Hotel

Sr. People in Agriculture	Thursday @ 1 PM	Hemlock Room- Marriott Hotel
Sr. Prepared Speaking	Thursday @ 1 PM	Keuka Room- Marriott Hotel
Sr. Quiz Bowl Competition	Thursday @ 1 PM	Seneca and Owasco Rooms- Marriott Hotel
Talent	Thursday @ 10 AM	Lower Atrium- OnCenter
Vet Science Contest	Thursday @ 10 AM	Otisco and Skaneateles Courts- Marriott Hotel

Friday, May 13, 2022

Event	Contest Start Time	Contest Location
Ag. Sales	Friday @ 9 AM	Otisco Court- Marriott Hotel
Agriscience Fair Set Up/Evaluation	Friday @ 8:30 AM	Exhibit Hall B- OnCenter
Conduct of Chapter Meetings	Friday @ 9 AM	Keuka and Conesus Rooms- Marriott Hotel
Discussion Meet	Friday @ 9 AM	Directors Room- Marriott Hotel
Employment Skills	Friday @ 9 AM	Cabinet, Board and Ambassador Rooms- Marriott Hotel
Floriculture	Friday @ 9 AM	Empire Room- Marriott Hotel
Forestry	Friday @ 8 AM (Buses leave at 7 AM)	SUNY ESF Heiberg Memorial Forest
General CDE/LDE Holding	Friday 9 AM – 4 PM	Executive Room- Marriott Hotel
Jr. Creed	Friday @ 9 AM	Forum Room- Marriott Hotel
Jr. Tool ID	Friday @ 9 AM	Cayuga Court- Marriott Hotel
Farm and Agribusiness Mgt.	Friday @ 9 AM	Seneca and Candice rooms- Marriott Hotel
Maple	Friday @ 9 AM	Skaneateles Court- Marriott Hotel
Parliamentary Procedure	Friday @ 9 AM	Owasco, Hemlock, and Canandaigua Rooms- Marriott Hotel
Sr. Creed	Friday @ 10:30 AM	Forum Room- Marriott Hotel



OFFICE OF LEWIS COUNTY BOARD OF ELECTIONS

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MEMORANDUM OF UNDERSTANDING

ELECTION SERVICES AGREEMENT BETWEEN LEWIS COUNTY BOARD OF ELECTIONS AND SOUTH LEWIS CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION CONCERNING SOUTH LEWIS CENTRAL SCHOOL DISTRICT VOTE AND ELECTION TO BE HELD ON MAY 17, 2022

THIS MEMORANDUM OF AGREEMENT, is entered into between the Lewis County Board of Elections, with offices at 7550 South State Street, Lowville, NY 13367 (hereinafter referred to as the "Board of Elections") and the South Lewis Central School District Board of Education, with offices at 4264 East Road, Turin, NY 13473 (hereinafter referred to as the "School Board").

WHEREAS, the School Board is holding an election on **May 17, 2022**, and is seeking the assistance of the Board of Elections, in providing election services consisting of the provision and usage of voting machines, all equipment and supplies necessary to conduct voting operations; as well as training and assistance concerning voting operations;

WHEREAS, pursuant to Section 3-224 of the New York State Election Law, the Board of Elections may permit school districts within the county to use its voting machines and other equipment, for the conduct of elections, upon such terms and conditions as shall be fixed by the Board of Elections and agreed to by both the Board and the School District; and

WHEREAS, pursuant to Education Law §2035(1), the School Board is authorized, if the County Board of Elections shall consent thereto, to use voting machines belonging to the County Board of Elections.

NOW THEREFORE, the parties named above hereby enter into this Agreement applicable to the **South Lewis Central School District Election being held May 17, 2022, and any subsequent revote(s) related thereto** (hereinafter referred to as the "Election"):

I. BOARD OF ELECTIONS

1. The Board of Elections shall:

- a. Provide and deliver optical scan voting machines and privacy booths to the School Board in a number deemed adequate upon mutual agreement between the parties.
- b. Provide four trained Board of Elections poll workers for election day.
- c. Subject to the School Board's review and approval, define the ballot in terms of format and language. The ballot will be provided in a PDF form for the School Board's review and approval.
- d. Program all voting machines after receiving PDF approval for the definition of the ballot.

- e. Provide the services of Board of Election staff that shall create ballot definition and corresponding PDFs, conduct pre-election testing of the voting machines, deliver the voting machines and, any other equipment, supplies, and provide technical assistance as needed. The Board of Elections will not be conducting a post-election audit unless authorized or directed to do so in accordance with the provisions of the Education Law.
- f. Said Board of Elections staff shall respond immediately to South Lewis Central School poll site should a scanner situation arise wherein the Election Inspectors are unable to resolve.
- g. Forward said approved ballot definition in PDF format to the printer as identified by the school district for the purpose of test ballot printing and official ballot printing. The School Board shall be responsible for all printing costs.

II. SCHOOL BOARD

- 1. The School Board and/or its representative shall:
 - a. Provide the Board of Elections with the ballot layout and content in a timely manner.
 - b. Work with the Board of Elections to determine the number of machines and ballots needed for the election in a timely manner.
 - c. Provide the Board of Elections of its review and approval of the ballot definition PDF, via signed copies of said PDF in a timely manner.
 - d. Pay \$90.00/flat rate for the transportation of voting machines to and from school district poll sites, to be paid in full upon receipt of invoice from Board of Elections.
 - e. Pay \$175.00/flat rate for each inspector provided by the Board of Elections
 - f. The School Board shall be responsible for all printing costs, to be paid in full upon receipt of invoice from the Board of Elections. (Board of elections will only order the number of ballots requested by the District Clerk, Board of Elections is **NOT** responsible for any ballot shortages)
 - g. Clerk of the School Board shall be responsible for proper notice of said election.
 - h. Clerk of the School Board shall remain the responsible person of absentee processing; The Board of Elections shall supply a list of permanently disabled voters entitled to receive an absentee ballot within your district.
 - i. Shall make available a three prong grounded outlet, table and four chairs for Board of Election use on election day.

This Memorandum shall be subject to the approval of the South Lewis Central School District Board of Education as well as the Lewis County Board of Elections.

IN WITNESS WHEREOF, the undersigned parties hereto have executed this Memorandum on the date(s) set forth below.

LEWIS COUNTY BOARD OF ELECTIONS

By

Lindsay I. Burriss, Commissioner

Dated: _____

Ann M. Nortz, Commissioner

Dated: _____

SOUTH LEWIS CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

By

South Lewis Central School Board Representative

Dated: _____