

Ballston Spa Central School District  
Board of Education Reorganization Meeting  
July 6, 2022  
6:30 p.m.

Agenda #1  
Reorganization Meeting

Library  
High School

1. Call to Order
2. New Business
  - a. Clerk of the Board
  - b. New Board Members Oath
  - c. Election of Officers
  - d. Superintendent of Schools Oath
  - e. Appointments
  - f. Authorizations
  - g. Approvals
  - h. Other new business
3. Adjournment



Resolution #1 - Appointment - Clerk of the Board of Education

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that, pursuant to Education Law, Section 2130, Brian A. Sirianni be appointed Clerk of the Board of Education, at no additional salary effective July 1, 2022 through June 30, 2023, with an official undertaking of \$50,000, which shall be executed, be and is hereby approved.

**Resolutions #2 - #54 are recognized as a consent agenda for the purpose of Board of Education action.**

Resolution #2 - Appointment - District Treasurer

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that, pursuant to Education Law, Section 2130, Melissa Lovelass be appointed as District Treasurer of said School District, effective July 1, 2022 through June 30, 2023, with an official undertaking of \$1,000,000, which shall be executed, be and is hereby approved.

Resolution #3 - Appointment – Deputy Treasurer

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that pursuant to Education Law, Section 1720, Helen Kate Mayer be appointed Deputy Treasurer of said School District, at no additional salary, effective July 1, 2022 through June 30, 2023, with an official undertaking of \$1,000,000, which shall be executed, be and is hereby approved.

Resolution #4 - Appointment - Central Treasurer - Extraclassroom Activities Fund

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that pursuant to Section 172 of the Regulations of the Commissioner, that Barbara Bellamy be appointed as Central Treasurer for Extraclassroom Activity Accounts, at no additional salary, effective July 1, 2022 through June 30, 2023, with an official undertaking of \$50,000, which shall be executed, be and is hereby approved.

Resolution #5 - Appointment - Chief Faculty Counselor – Extraclassroom Activities Fund

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the appointment of the following Chief Faculty Counselors of Extraclassroom Activities, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved:

Donald Brandt	Gordon Creek Elementary
Kathleen Chaucer	Milton Terrace Elementary
Sarah Johnson	Malta Avenue Elementary
Anders Rasmussen	Wood Road Elementary
Gianleo Duca	High School
Ann Laszewski	Middle School

Resolution #6 - Appointment - Claims Auditor

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that, pursuant to Education Law Section 1709, Martin Glastetter be appointed to serve as Claims Auditor of said School District, at an hourly rate of \$33.00 effective July 1, 2022 through June 30, 2023, with an official undertaking of \$50,000, which shall be executed, be and is hereby approved.

Resolution #7 - Appointment - Purchasing Agent

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the appointment of Candace Staulters as School District Purchasing Agent, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #8 - Appointment - Tax Collector

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that pursuant to Education Law Section 2130, Commissioner’s Regulation 170.2, that Mary Schallehn be appointed as Tax Collector for the school year 2022-2023, with an official undertaking of \$1,000,000, which shall be executed, be and is hereby approved.

Resolution #9 - Appointment – Title IX Coordinator

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that Pamela Motler be appointed as Title IX Coordinator, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #10 - Appointment – Civil Rights Compliance Officer

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the appointment of Pamela Motler as Civil Rights Compliance Officer, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #11 - Appointment – Section 504 Coordinator

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that Nancy Lashway be appointed as Section 504 Coordinator, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #12 - Appointment – Section 504 Alternate Compliance Officer

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that Julie Umar be appointed as Section 504 Compliance Officer, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #13 - Appointment – Person Determining Residency

BE IT RESOLVED that the Board of Education of the Ballston Spa Central School District hereby designates Sharon D’Agostino, the Director of Student Support Services as the representative of the District to make all residency determinations regarding the eligibility of students to enroll in

the schools of the District. This designation affords the Director of Student Support Services all rights and responsibilities pursuant to Part 100.2(y) of the regulations of the Commissioner of Education.

Resolution #14 - Appointment - Census Enumerator

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that pursuant to Education Law, Section 3242, Margaret Giller be appointed as Census Enumerator, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #15 - Appointment – Medicaid Compliance Officer

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the appointment of Margaret Giller as Medicaid Compliance Officer, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #16 - Appointment - Records Access Officer

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that in compliance with Freedom of Information Law, said Board designate Brian A. Sirianni as Records Access Officer, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #17 - Appointment - Records Management Officer

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that pursuant to Commissioner’s Regulation 185.2(a) (1), Brian A. Sirianni be appointed as Records Management Officer, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #18 - Appointment – Data Protection Officer

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that pursuant to Section 2-d of the Education Law, Brian A. Sirianni be appointed as Data Protection Officer, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #19 - Appointment - Asbestos (LEA) Designee

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that pursuant to AHERA, Public Law, Section 99-519, Edwin Martin be appointed as Asbestos (LEA) Designee, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #20 - Appointment – District Chief Emergency Officer

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that pursuant to the requirements of Section 155.17 of the Commissioner’s Regulations, Edwin Martin is hereby appointed as the District Chief Emergency Officer, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #21 - Appointment - Pest Management Coordinator

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that pursuant to the requirements of Section 409-h of the Education Law, Edwin Martin be appointed as Pest Management Coordinator, at no additional salary, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #22 - Appointment - District Safety Team

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that pursuant to the requirements of Section 155.17 of the Commissioner’s Regulations, the following persons are hereby appointed to the District Safety Team effective July 1, 2022 through June 30, 2023, be and are hereby approved:

Student:	Ava Hamm
Teacher:	Katie Calhoun
Building Administrator:	Anders Rasmussen
Parent Organization:	Melissa Glastetter
Local Law Enforcement:	Chris Rudolph, Saratoga County Sheriff’s Department
School Safety:	Edwin Martin

Resolution #23 - Appointment - Official Newspapers

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the following newspapers having general circulation within the District, are designated the official newspapers for the publishing of District Legal Notices, effective July 1, 2022 through June 30, 2023, be and are hereby approved:

The Daily Gazette PO Box 241 Ballston Spa, NY 12021	The Saratogian 20 Lake Avenue Saratoga Springs, NY 12866
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Resolution #24 - Appointment - Depositories of District Funds

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the following banks be designated for the depository of funds of the Ballston Spa Central School District, for the School Year 2022-2023, be and are hereby approved:

<u>Institution</u>	<u>Address</u>	<u>Maximum Deposit</u>
Ballston Spa National Bank	87 Front Street Ballston Spa, NY 12021	\$115,000,000
New York Cooperative Liquid Assets Securities System (NYCLASS)	999 18 <sup>th</sup> Street, Suite 1230 Denver, CO 80202	\$60,000,000

Resolution #25 - Appointment – Board of Registration

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that following qualified voters of the district be designated to constitute a Board of Registration to serve until June 30, 2023, be and is hereby approved:

Anne Corsale  
Kristle Mathison  
Helen Kate Mayer

Melissa Glastetter  
Lori Natale

Resolution #26 - Appointment – Dignity Act Coordinators

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that the following person(s) be appointed to the position of Dignity Act Coordinators for the 2022-2023 school year, be and is (are) hereby approved:

<u>Name</u>	<u>Location</u>
Gianleo Duca	High School
Kevin Flores	High School
Ann Laszewski	Middle School
Kimberly Bolster	Middle School
Andrew Muller II	Middle School
Donald Brandt	Gordon Creek Elementary
Sarah Johnson	Malta Avenue Elementary
Kathleen Chaucer	Milton Terrace Elementary
Anders Rasmussen	Wood Road Elementary
Pamela Motler	District

Resolution #27 - Lead Evaluators: Principals

BE IT RESOLVED, that, the Board of Education approves the following individuals as Lead Evaluators of principals:

Pamela Motler  
Interim Superintendent/Superintendent

Resolution #28 - Lead Evaluators: Teachers

BE IT RESOLVED, that, the Board of Education approves the following individuals as Lead Evaluators of teachers:

Sarah Johnson  
Donald Brandt  
Kathleen Chaucer  
Anders Rasmussen  
Gianleo Duca  
Kathryn McTiernan  
Kevin Flores  
Alfred Mattice

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Ann Laszewski  
Kimberly Bolster  
Andrew Muller II  
Adrienne Snow  
Nancy Lashway  
Julie Umar  
Daina Sisk  
Kathleen Skellie  
Diane Irwin  
David Sunkes  
Sharon D'Agostino  
Interim Superintendent/Superintendent

Resolution #29 - Appointment – Legal Counsel

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the law firm of Girvin & Ferlazzo, P.C., 20 Corporate Woods Boulevard, Albany, New York 12211, be appointed School Legal Officer, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #30 - Appointment – Legal Counsel

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that, Honeywell Law Firm, PLLC, 187 Wolf Road, Suite 202, Albany, NY 12205, be appointed as Legal Counsel effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #31 - Appointment – Bond Legal Counsel

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that Hawkins, Delafield & Wood, LLC, 28 Liberty Street, New York, NY 10005, be appointed as Bond Legal Counsel effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #32 - Appointment – Internal Auditor

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the auditing firm of The Bonadio Group, 6 Wembley Court, Albany, NY 12205, be appointed Internal Auditor, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #33 - Appointment – Reviewing and Verification Official

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the appointment of Helen Kate Mayer as Reviewing and Verification Official for the National School Lunch Program (NSLP), effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #34 - Appointment – Hearing Official



BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the appointment of Brian A. Sirianni as Hearing Official for the National School Lunch Program (NSLP), effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #35 - Appointment - Director of School Health Services

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the appointment of Dr. Christopher Buff, Saratoga Hospital as Director of School Health Services for the 2022-2023 school year, be and is hereby approved.

Resolution #36 - Appointment - District Committee on Special Education

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that pursuant to the requirements of 8NYCRR section 200.3 and in accordance with section 4402 of the education law that the following persons be appointed for the 2022-2023 school year to serve as members of the Committee on Special Education, be and are hereby approved:

Representative of the school district who is qualified to provide or administer or supervise special education	CSE Chairpersons: Nancy Lashway Meghan Zito Julie Umar Daina Sisk
The Parents or Persons in parental relationship to the student	Parents/Guardians
School Psychologist	Chelsea Cangelieri Colleen Germann Renee Kernan Jana Miller Jessica Skillings Reid Keefe Rose Olson
Director of School Health Services	Dr. Christopher Buff
Parent Representative	Christine Bouchard
Special Education Teacher (or where appropriate, at least one special education provider of such child)	The child's special education teacher as defined in applicable federal regulations
Regular Education Teacher (if child is, or may be, participating in the regular educational environment)	The child's regular education teacher as defined in applicable federal regulations
District person familiar with evaluation procedures and their instructional implications (who may be a member of the team described above)	District School Psychologist

Other persons having knowledge or special expertise regarding the student

Parents/Guardians

Resolution #37 - Appointment of Special Education Subcommittees

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, having established subcommittees on special education, that the following persons be appointed for the 2022-2023 school year to serve as members of the Committee on Special Education Subcommittees, be and are hereby approved:

Representative of the school district who is qualified to provide or administer or supervise special education

CSE Chairpersons:  
Chelsea Cangelieri  
Colleen Germann  
Renee Kernan  
Nancy Lashway  
Jana Miller  
Jessica Skillings  
Meghan Zito  
Reid Keefe  
Julie Umar  
Daina Sisk

The Parents or Persons in parental relationship to the student

Parents/Guardians

Regular Education Teacher  
(if child is, or may be, participating in the regular education environment)

The child's regular education teacher as defined in applicable federal regulations

Special Education Teacher  
(or where appropriate, at least one special education provider of such child)

The child's special education teacher as defined in applicable federal regulations

Psychologist  
(attendance is required only if a new psychological evaluation is reviewed or a change to a more intensive program is considered)

Chelsea Cangelieri  
Colleen Germann  
Renee Kernan  
Jana Miller  
Jessica Skillings  
Meghan Zito  
Reid Keefe  
Rose Olson

District person familiar with evaluation procedures and their instructional implications (who may be a member of the team described above)

Nancy Lashway  
Meghan Zito

Resolution #38 - Appointment – Committee on Preschool Special Education

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that pursuant to the requirements of 8NYCRR section 200.3 and in accordance with section 4402 of the education law that the following persons be appointed for the 2022-2023 school year to serve as members of the Committee on Preschool Special Education, be and are hereby approved:

An appropriate professional employed by the district	CPSE Chairpersons: Nancy Lashway Jessica Skillings Julie Umar Daina Sisk
The Parents or Persons in parental relationship to the student	Parents/Guardians
A parent of a child with a disability (preschool or elementary) not employed by the district or municipality	Heather Jansen
County appointed certified or licensed professional	May be appointed at County option
An individual who can interpret the instructional implications of evaluation results	To be assigned by the evaluative agency
Representative of the school district who is qualified to provide or supervise special education	CPSE Chairpersons: Nancy Lashway Jessica Skillings Julie Umar Daina Sisk
Regular education teacher (If child is, or may be participating in the regular education environment)	Regular education teacher as defined in applicable federal regulations
Special Education teacher (or where appropriate, at least one special education provider of such child)	The child's special education teacher as defined in applicable federal regulations
Other persons having knowledge or special expertise regarding the student	Parents/Guardians
For a child in transition from Early Intervention programs and services, the appropriate professional designated by the agency charged with the responsibility for the preschool child.	To be assigned by the Early Intervention agency

Resolution #39 - Appointment of CSE Surrogate Parents

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that the following person(s) be appointed for the 2022-2023 school year to serve as surrogate parent(s), be and is (are) hereby approved:

Christine Bouchard

Resolution #40 - Authorization to Appoint Special Education Impartial Hearing Officers

BE IT RESOLVED that the Board of Education of the Ballston Spa Central School District hereby authorizes and directs the District Clerk, in the event a special education impartial hearing is requested, to make a selection from the approved list of Impartial Hearing Officers (IHOs) on a rotational basis beginning with the first name appearing after the IHO who last served. If the District Clerk is unavailable, selection shall be made by a person designated by the Superintendent. The District Clerk, or the designated person, shall inform the prospective IHO the terms and conditions in the District policy on compensation and reimbursement of expenses for hearing-related activities. Should the IHO decline appointment, or if, the impartial hearing officer fails to respond or is unreachable within 24 hours, the District Clerk shall offer appointment to each successive hearing officer whose name next appears on the list until such appointment, pursuant to the terms of the District's policy attendant thereto, is accepted.

BE IT FURTHER RESOLVED that the Board of Education hereby appoints, authorizes and designates the Board of Education President to immediately appoint the specific individual who agrees to serve as IHO.

Resolution #41 - Authorization as Signatory for District Checks

BE IT RESOLVED, that the District Treasurer is authorized as the signatory for District checks; and

IT IS FURTHER RESOLVED, that the District Treasurer is authorized to use an electronic signature; and

BE IT FURTHER RESOLVED that the Deputy Treasurer is authorized as the signatory for District checks in the District Treasurer's absence and is authorized to use an electronic signature.

Resolution #42 - Authorization as Signatory for Extraclassroom Activity Fund Checks

BE IT RESOLVED, that the Central Treasurer is authorized as the signatory for Extraclassroom Activity Fund checks; and

IT IS FURTHER RESOLVED, that the Central Treasurer is authorized to use an electronic signature.

Resolution #43 - Authorization of Multi-Year Purchase Agreements

WHEREAS, the Board of Education of the Ballston Spa Central School District may desire to enter into multiple Multi-Year Lease-Purchase Agreement(s) throughout the 2022-2023 school year with the Washington-Saratoga-Warren-Hamilton-Essex BOCES to furnish certain services to the District pursuant to Education Law 1950(4)(jj) those services being: CoSer 504 Instructional Technology Services.

WHEREAS, the Board of Education of the Ballston Spa Central School District may enter into agreements for the lease-purchase of instructional equipment with the Washington-Saratoga-Warren-Hamilton-Essex BOCES, in accordance with section 1725-a of the Education Law, with the payments to be applied against the purchase price of the equipment. Said agreement(s) will be reviewed by Ballston Spa Central School District to ensure that any Multi-Year Lease Purchase Agreement(s) are in the best financial interest of Ballston Spa Central School District.

WHEREAS, the Multi-Year Lease Purchase Agreement(s) with the Washington-Saratoga-Warren-Hamilton-Essex BOCES will not exceed five year terms and not exceed \$100,000 per each Lease-Purchase Agreement. The Multi-Year Lease Purchase Agreement(s) may include related borrowing fees, support and coordination fees, and insurance costs for the duration of each contract, subject to the approval of the Commissioner of Education.

BE IT RESOLVED, that the Board of Education of the Ballston Spa Central School District authorizes the District to enter into Multi-Year Lease-Purchase Agreement(s) throughout the 2022-2023 school year with the Washington-Saratoga-Warren-Hamilton-Essex BOCES for the provision of Instructional Technology Services to the District in an amount or amounts not to exceed \$100,000 per agreement, subject to the approval of the Commissioner of Education.

Resolution #44 - Authorization to Certify District Payroll

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that Brian A. Sirianni be authorized to certify the various payrolls of the District for the period of July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #45 - Authorization of Petty Cash Funds

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the Petty Cash Funds and custodians as listed below be authorized effective July 1, 2022 through June 30, 2023, be and are hereby approved:

<u>Location</u>	<u>Custodian</u>	<u>Amount</u>
Superintendent's Office	Helen Kate Mayer	\$ 100.00
High School	Deborah Carminati	100.00
Middle School	Sharon Natale	100.00
Wood Road Elementary	Tracy Michael	100.00
Milton Terrace Elementary	Kimberly Cassin	100.00
Gordon Creek Elementary	Joan Burns	100.00
Malta Avenue Elementary	Bonnie Murtlow	100.00

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School Lunch Program	Melissa Lovelass	900.00
Athletics Dept.	Laura Waldinger	75.00
Transportation Dept.	Lynn Baker	75.00
Business Office	Barbara Bellamy	75.00
Facilities & Operations	Andrea Hall	75.00
Human Resources	Kristle Mathison	100.00
Pupil Services/CSE	Charlene Ivers	100.00
Athletics Gate	David Sunkes	2,500.00
Tax Collection Till	Mary Schallehn	100.00

Resolution #46 - Authorization to Apply for Federal and State Grants

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that pursuant to Education Law Section 1711, the Superintendent of Schools, be authorized to apply for State and Federal Grants in Aid, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #47 - Approval of Rate - Election Inspectors

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the rate of \$16.00 per hour for election inspectors of the district, be and is hereby approved.

Resolution #48 - Approval of Rate – Chief Election Inspectors

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the rate of \$20.00 per hour for chief election inspectors of the district, be and is hereby approved.

Resolution #49 - Approval of Rate – Election Machine Custodian

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that the rate of \$275.00 per location for the election machine custodian of the district, be and is hereby approved.

Resolution #50 - Approval of Travel

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, that pursuant to Article 77-b of the General Municipal Law of the State of New York, the said Board of Education vests in the Superintendent of Schools of said District, the authority to approve travel of staff members to conferences and conventions, effective July 1, 2022 through June 30, 2023, be and is hereby approved.

Resolution #51 - Approval of Mileage Reimbursement

BE IT RESOLVED that the 2022-2023 mileage reimbursement rate for staff and Board members for use of their personal vehicles on official business shall be the rate set by the Federal Internal Revenue Service.

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Resolution #52 - Approval of Group Classification and Fee Schedule

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that the Facility Use Group Classification and Fee Schedule be and is hereby approved.

Resolution #53 - Policy – Use of District Credit Cards

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District that the following employees are designated for the use of the District credit card:

Brian Sirianni

Candace Staulters