

Regular Meeting Minutes

A Regular Meeting of the Board of Education of the Scotia-Glenville Central School was held in the Cafeteria of the Middle School, in said district on June 10, 2024.

President Talbot called the meeting to order at 6:36 p.m.

Present: Boucher-Furnish, Carbone, Massaro, Orr, H. Talbot, K. Talbot, Superintendent Swartz, Assistant Superintendent for Curriculum and Instruction Arket, Business Manager Giaquinto

Absent: Singh

MOVED by Carbone, SECONDED by K. Talbot, that the Board of Education adjourn to Executive Session in order to discuss matters relating to personnel.

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

The Board adjourned to Executive Session at 6:36 p.m. and returned to Open Session at 7:06 p.m.

District Clerk DeLong was present for the Open Session.

PLEDGE OF ALLEGIANCE

RECOGNITION OF SPECIAL STUDENT ACCOMPLISHMENTS FROM THE CLASS OF 2024:

- Tia Jack
- Sadie Krogh
- Erin Smith
- Madeline Herron
- Keira Smith
- Bryan Reed

RECOGNITION OF RETIRING INSTRUCTIONAL/NON-INSTRUCTIONAL PERSONNEL:

- Rebecca Ayers – 6th Grade ELA and Social Studies Teacher – Middle School
- Robin Brino – Typist – District-wide
- Gina Brown – Elementary Teacher – Glendaal Elementary
- Bobbie DeLong – District Clerk – District-wide
- Renee Evenden – Speech-Language Pathologist – Lincoln Elementary
- Peggy Gillen – Elementary Teacher – Lincoln Elementary
- Julie Mancini – Teaching Assistant – Lincoln Elementary
- Jim McCullough – Senior Maintenance Mechanic – Buildings and Grounds
- Martha Moran – Human Resources – District-wide
- Barbara Riggi – Teacher Aide – Senior High School
- Jennifer Russell – Teaching Assistant – Senior High School

- **Susan Saburro – Teaching Assistant – Lincoln Elementary**
- **Jan Tunison – Library Media Specialist – Middle School**
- **Michelle VanWoeart – Executive Secretary I – Middle School**

RECEPTION TO HONOR SENIORS AND RETIREES

The Board held a brief reception to honor the students and retirees.

HEARING/PRIVILEGE OF THE FLOOR FOR BOARD OF EDUCATION MEETING

None

SUPERINTENDENT'S COMMENTS (SUSAN M. SWARTZ, SUPERINTENDENT OF SCHOOLS)

Superintendent Swartz had no comments.

CARES ACT UPDATE (ANDREW GIAQUINTO, BUSINESS MANAGER)

Business Manager Giaquinto provided the Board with an update on the CARES Act. He informed the Board that the district will meet the deadline for submitting all required paperwork to SED. Under the CARES Act the district was able to enhance mental health services for students, provide an SRO, provide an athletic trainer, purchase chromebooks and provide the Learning Leaps summer instruction. All were approved by SED and the district was in compliance with the grant stipulations.

MOVED by Carbone, SECONDED by K. Talbot, that the Board of Education approve the following items:

ACCEPT 2023-2024 RISK ASSESSMENT

Accept the 2023-2024 Annual Risk Assessment from Questar III, as submitted. (This report is contained as Appendix A to these minutes).

ACCEPT 2023-2024 RISK ASSESSMENT CORRECTIVE ACTION PLAN

Accept the 2023-2024 Risk Assessment Corrective Action Plan from Questar III, as submitted. (This plan is contained as Appendix B to these minutes).

ACCEPT 2023-2024 TRANSPORTATION AUDIT

Accept the 2023-2024 Transportation Audit from Questar III, as submitted. (This report is contained as Appendix C to these minutes).

ACCEPT 2023-2024 TRANSPORTATION AUDIT CORRECTIVE ACTION PLAN

Accept the 2023-2024 Transportation Audit Corrective Action Plan from Questar III, as submitted. (This plan is contained as Appendix D to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

APPROVE SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT PROFESSIONAL DEVELOPMENT PLAN FOR 2024-2025

MOVED by K. Talbot, SECONDED by Massaro, that the Board of Education approve the Scotia Glenville Central School District Professional Development Plan for 2024-2025, and further authorize the Superintendent to sign the Plan, as submitted. (This plan is contained as Appendix E to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

APPOINT 2024-2025 COMMITTEE ON SPECIAL EDUCATION (CSE) AND 2024-2025 COMMITTEE ON PRESCHOOL SPECIAL EDUCATION (CPSE)

MOVED by Orr, SECONDED by K. Talbot, that the Board of Education appoint the attached list of members to the Committee on Special Education (CSE) and the list of members to the Committee on Preschool Special Education (CPSE) for the 2024-2025 school year, as submitted. (This list is contained as Appendix F to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

APPROVE MEMORANDUM OF AGREEMENT BY AND BETWEEN SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT AND SCOTIA-GLENVILLE TEACHERS' ASSOCIATION

MOVED by K. Talbot, SECONDED by Massaro, that the Board of Education approve the Memorandum of Agreement by and between Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association regarding terms and conditions pertaining to compensation for tutoring, as submitted. (This agreement is contained as Appendix G to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

MOVED by K. Talbot, SECONDED by Carbone, that the Board of Education approve the following items:

APPROVE MEMORANDUM OF AGREEMENT BY AND BETWEEN SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT AND SCOTIA-GLENVILLE SECRETARIAL ASSOCIATION

Approve the Memorandum of Agreement by and between Scotia-Glenville Central School District and Scotia-Glenville Secretarial Association regarding a stipend for the 2024-2025 school year in the amount of \$3,250.00 for Lynn Casey, Executive Secretary I (Pupil Personnel Services), in recognition of duties assumed to ensure the District's compliance and accurate reporting of Medicaid claims information, as submitted. (This agreement is contained as Appendix H to these minutes).

APPROVE MEMORANDUM OF AGREEMENT BY AND BETWEEN SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT AND SCOTIA-GLENVILLE SECRETARIAL ASSOCIATION

Approve the Memorandum of Agreement by and between Scotia-Glenville Central School District and Scotia-Glenville Secretarial Association regarding a stipend for the 2024-2025 school year in the amount of \$3,250.00 for Tahsina Khan, Executive Secretary I (Pupil Personnel Services), in recognition of duties assumed to ensure the District's compliance and accurate reporting of Medicaid claims information, as submitted. (This agreement is contained as Appendix I to these minutes).

APPROVE MEMORANDUM OF AGREEMENT BY AND BETWEEN SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT AND SCOTIA-GLENVILLE SECRETARIAL ASSOCIATION

Approve the Memorandum of Agreement by and between Scotia-Glenville Central School District and Scotia-Glenville Secretarial Association regarding a stipend for the 2024-2025 school year in the amount of \$5,620.00 for Sharon Riggi, Executive Secretary II (District Office), in recognition of administrative responsibility for Staff Trac system, as submitted. (This agreement is contained as Appendix J to these minutes).

APPROVE THE MEMORANDUM OF AGREEMENT BY AND BETWEEN SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT AND SCOTIA-GLENVILLE SECRETARIAL ASSOCIATION

Approve the Memorandum of Agreement by and between Scotia-Glenville Central School District and Scotia-Glenville Secretarial Association regarding a stipend for the 2024-2025 school year in the amount of \$5,000.00 for Susan Zeglen, Executive Secretary I (Lincoln Elementary), in recognition of duties assumed providing district-wide support of the *Titan/LINQ Connect* systems, as submitted. (This agreement is contained as Appendix K to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

APPROVE THE AGREEMENT BY AND BETWEEN THE SCOTIA-GLENVILLE SCHOOL DISTRICT AND DIANA SHANTY AS EDUCATION CONSULTANT

MOVED by K. Talbot, SECONDED by Massaro, that the Board of Education approve the agreement between the Scotia-Glenville School District and Diana Shanty as Education Consultant for Regents Review, as submitted. (This agreement is contained as Appendix L to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

RESOLUTION: INCREASE DEBT SERVICES RESERVE FUND

MOVED by Carbone, SECONDED by Boucher Furnish that the Board of Education approve the Resolution, dated June 5, 2024, regarding authorizing the decrease in undesignated fund balance (A909) by \$110,609.00 and increase the Debt Service Reserve Fund (A884) by \$110,609.00 from the 2021 Districtwide Reconstruction Project, as submitted. (This resolution is contained as Appendix M to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

RESOLUTION: EMERGENCY APPLICATION OF AN APPROPRIATE PESTICIDE

MOVED by K. Talbot, SECONDED by Massaro, that the Board of Education approve the Resolution, dated June 10, 2024, regarding authorization to coordinate the emergency application of an appropriate pesticide or pesticides as defined by Environmental Conservation Law Section 33-0101, to abate the unusable condition of the Field Hockey athletic field, as submitted. (This resolution is contained as Appendix N to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

RESOLUTION: ACCEPT AND APPROPRIATE GIFT AND DONATION FROM SACANDAGA SCHOOL 5TH GRADE CLASS

MOVED by Boucher Furnish, SECONDED by Orr, that the Board of Education accept the Resolution, dated June 3, 2024, regarding accepting and appropriating the Gift and Donation from the 5th Grade Class at Sacandaga Elementary School of a library sharing box, with an approximated value of \$340.00, to Sacandaga Elementary School, as submitted. (This resolution is contained as Appendix O to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

APPROVE THE MEMORANDUM OF AGREEMENT BY AND BETWEEN SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT AND SCOTIA-GLENVILLE TEACHERS' ASSOCIATION

MOVED by Massaro, SECONDED by K. Talbot, that the Board of Education approve the Memorandum of Agreement by and between Scotia-Glenville Central School District and Scotia Glenville Teachers' Association regarding an amendment to the 2021-2024 collective bargaining agreement to incorporate a new agreement for the period of July 1, 2024 through June 30, 2025, as submitted. (This agreement is contained as Appendix P to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

MOVED by Carbone, SECONDED by K. Talbot, that the Board of Education accept/approve the following items:

COMMUNICATIONS

- a. Accept the request of an unpaid leave of absence for Tanya Gambill, Teacher Aide (Lincoln Elementary), effective May 30, 2024 through June 7, 2024.
- b. Accept the request of an unpaid leave of absence for Marjorie Zielaskowski, Teacher Aide (Middle School), effective June 6, 2024 through June 12, 2024.
- c. Accept the request of an unpaid leave of absence for Linda Warner, Monitor (High School), effective June 5, 2024 through June 11, 2024.
- d. Accept the change of date for Jeannine Franze Bechand's resignation as Science Teacher (Middle School) from c.o.b. June 30, 2024 to c.o.b. June 11, 2024.
- e. Accept the letter of resignation of Phil Dettelis, Technology Teacher (Middle School/High School), effective c.o.b. June 28, 2024, with appreciation for his service to the district, as submitted. (This letter is contained as Appendix Q to these minutes).

REPORT OF SUPERINTENDENT**a. Staffing**

- 1) Approve the extended appointment of Susan Hoefer as Substitute Elementary Teacher (Glen-Worden Elementary) **from** March 21, 2024 through May 31, 2024 **to** March 21, 2024 through June 25, 2024, with no change in salary, per days worked.
- 2) Approve the appointment of Diana Shanty as Substitute Science Teacher (Middle School), effective June 6, 2024 through June 26, 2024, with the prorated 2023-2024 salary to be at the rate of \$96,458 (Step 23), per days worked.
- 3) Approve the probationary appointment of Megan Johnson as Director of Technology (Districtwide), effective July 1, 2024 through June 30, 2026, with the 2024-2025 salary to be at the rate of \$120,000, 8 hours/day, 40 hours/week, 12-month.
- 4) Extend the probationary period of Sylvie Bergere, Reading Teacher (Middle School), **from** effective September 7, 2021 through September 6, 2024, **to** effective September 7, 2021 through September 6, 2025, in accordance with the Agreement By and Between the Superintendent of Schools of the Scotia-Glenville Central School District and Sylvie Bergere.
- 5) Approve the appointment of Lisa Keating as Library Media Specialist Substitute (Glendaal Elementary), effective September 1, 2024 through June 30, 2025, with the 2024-2025

salary to be at the rate of \$57,627 (Step 8 +M).

- 6) Approve the appointment of Giuliana Pritchard, Social Studies Teacher (Leave of Absence position at Senior High School), effective September 1, 2024 through June 30, 2025, with the 2024-2025 salary to be at the rate of \$51,767 (Step 5 +M). Ms. Pritchard has initial certification in Social Studies 7-12.
- 7) Approve the following stipends for the individuals that oversee the Advanced Placement Testing Program for the 2023-2024 school year:

Lise Williams	AP Coordinator	\$400.00
Katrina Francis	Proctor – Prep	\$ 75.00
Bruce Anderson	Proctor – Prep	\$ 75.00
Gary Barden	Proctor – Prep	\$ 75.00
Amber Szady	AP Bookkeeping	\$ 50.00
Angie Cerrone	Proctoring Schedule/Room Set Prep	\$ 75.00

- 8) Approve Rachel Harrison as an Intramural Coach for the 2023-2024 school year.
- 9) Approve the change in hours for Amber Szady, Account Clerk Typist (Senior High School) **from** 7.5 hours/day **to** 8 hours/day, with no change in hourly rate.
- 10) Approve the appointment of Henry (Hank) Brown as Bus Driver/Mechanic (Transportation Department), in accordance with Civil Service Rules and Regulations, effective June 3, 2024, with 2023-2024 salary to be at the rate of \$27.92/hour (Step 3), 8 hours/day, 40 hours/week, 12-month.
- 11) Approve the probationary appointment of Dennis Cooper as Senior Maintenance Mechanic (Buildings and Grounds), in accordance with Civil Service Rules and Regulations, effective July 1, 2024, with 2024-2025 salary to be at the rate of \$65,312, 8 hours/day, 40 hours/week, 12-month.
- 12) Approve the correct stipend for Sheri Tyrell's Medicaid work for the district **from** \$2,799.00 **to** \$2,911.00, for the 2024-2025 school year.
- 13) Approve the 2024 Extended School Year Program Staff Roster and Salary List, as submitted. (This list is contained as Appendix R to these minutes).
- 14) Approve the 2024 Secondary Summer School Staff List, as submitted. (This list is contained as Appendix S to these minutes).
- 15) Approve Dominga Callahan* as substitute Cleaner for the 2023-2024 school year.

**This appointment is conditioned on the school district's receipt of clearance for the employee from the State Education Department following a criminal history records check in accordance with the provision of Education Law §3035.*

ROUTINE BUSINESS

a. Placement of Children with Disabilities

Accept the Placement of Children with Disabilities as recommended by the Committee on Special Education and the Committee on Pre-school Special Education in their reports dated June 10, 2024.

b. Internal Claims Auditor's Report/Warrants/Warrant Report Exceptions:

Payroll Warrants

#57	04/26/2024	\$1,243,510.27
#59	05/10/2024	\$1,211,310.71

Check Warrants

A-53	04/12/2024	\$ 676,010.18
A-56	04/24/2024	\$1,401,511.08

President Talbot noted receipt of the Internal Claims Auditor's Report/Warrants/Warrant Report Exceptions. (These reports are contained as Appendix T to these minutes).

b. Minutes: **May 13, 2024** **Regular Meeting**
 May 28, 2024 **Regular Meeting**

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

OTHER BUSINESS

None

HEARING/PRIVILEGE OF THE FLOOR

Christina Darkangelo-Wood spoke regarding the pesticide resolution.

MOVED by K. Talbot, SECONDED by Massaro, that the meeting be adjourned.

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

The meeting adjourned at 8:30 p.m.

Bobbie DeLong, District Clerk