

Regular Meeting Minutes

A Regular Meeting of the Board of Education of the Scotia-Glenville Central School District was held in the Library Media Center of the Middle School, in said district on August 22, 2022.

President Talbot called the meeting to order at 7:00 p.m.

Present: Bucciferro, Carbone, Frederick, Orr, H. Talbot, K. Talbot, Superintendent Swartz, Assistant Superintendent for Curriculum and Instruction Swain, Business Manager Giaquinto, Clerk Pro-Tem Busman

Absent: Massaro

PLEDGE OF ALLEGIANCE

HEARING/PRIVILEGE OF THE FLOOR

None

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

Superintendent Swartz informed the Board of a meeting with the Schenectady Department of Health on new guidance for COVID protocol. School will look more "normal" when the students and staff return. Restrictions are being lifted on mandated masks, test to return, distancing, etc. Masks will continue to be supported by anyone that chooses to wear one. Other concerns discussed in the meeting were Monkey Pox and Polio. There has been one case of Monkey Pox reported in the capital area, and at this time, the Health Department does not have vaccines in the area. Even though polio was nearly eradicated, vaccines are still required for students to attend school. The Department of Health will keep us updated with any spread.

ADOPT DISTRICT CODE OF CONDUCT, ELEMENTARY, MIDDLE SCHOOL AND SENIOR HIGH SCHOOL HANDBOOKS FOR 2022-2023

MOVED by K. Talbot, SECONDED by Bucciferro, that the Board of Education approve and adopt the District Code of Conduct, Elementary, Middle School, and Senior High School Handbooks for 2022-2023, as submitted. (The code of conduct changes are contained as Appendix A to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

ADOPT BOARD OF EDUCATION GOALS FOR 2022-2023

MOVED by Frederick, SECONDED by K. Talbot, that the Board of Education adopt the Board of Education Goals for 2022-2023, as submitted. (The goals are contained as Appendix B to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

ADOPT DISTRICT COMPREHENSIVE IMPROVEMENT PLAN (DCIP) FOR 2022-2023

MOVED by Carbone, SECONDED by K. Talbot, that the Board of Education adopt District Comprehensive Improvement Plan for 2022-2023, as submitted. (This plan is contained as Appendix C to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

ACCEPT THE FISCAL REPORT FOR 2021-2022

MOVED by Frederick, SECONDED by Bucciferro, that the Board of Education accept the Final (4th) Fiscal Report for 2021-2022 with the supporting Revenue and Budget Status Reports and Summary Revenue, Expense and Fund Balance, as submitted. (This report is contained as Appendix D to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

ACCEPT THE JUNE 2022 EXTRACLASROOM ACTIVITY REPORT

MOVED by K. Talbot, SECONDED by Bucciferro, that the Board of Education accept the June 2022 Extraclassroom Activity Report (ECAAF), as submitted. (This report is contained as Appendix E to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

APPROVE THE REVOCABLE LICENSE AGREEMENT BETWEEN THE SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT AND SCOTIA-GLENVILLE LEAGUE, A.S.A., INC., AND THE JUNIOR TARTANS, INC. (SCOTIA-GLENVILLE JUNIOR TARTANS)

MOVED by K. Talbot, SECONDED by Carbone that the Board of Education approve the License Agreement for the District to grant a non-exclusive License to Licensees: *the Scotia-Glenville Softball League, A.S.A., Inc., and the Junior Tartans, Inc. (Scotia-Glenville Junior Tartans)* to use Beukendaal Field when it is available for the purpose of conducting athletic training and athletic competition for area youths under the direction of the Licensees, as submitted. (This agreement is contained as Appendix F to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

APPROVE THE AGREEMENT BY AND BETWEEN THE SCOTIA-GLENVILLE SCHOOL DISTRICT AND RICHARD WIESEN AS CONSULTANT

MOVED by Frederick, SECONDED by H. Talbot, that the Board of Education approve the Agreement for the 2022-2023 school year between the Scotia-Glenville School District and Richard Wiesen as Consultant, as submitted. (This agreement is contained as Appendix G 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 SECRETARIAL ASSOCIATION

MOVED by Carbone, SECONDED by Frederick, that the Board of Education approve the *revised* Memorandum of Agreement By and Between Scotia-Glenville Central School District and Scotia-Glenville Secretarial Association regarding a stipend for the 2022-2023 school year, in the amount of \$5,200.00 for Jane Taber, Senior Stenographer (Senior High School), in recognition of duties assumed providing district-wide technical support for the *NutriKids* system, as submitted. (This memorandum is contained as Appendix H 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 SECRETARIAL ASSOCIATION

MOVED by Carbone, SECONDED by Frederick, that the Board of Education approve the Memorandum of Agreement By and Between Scotia-Glenville Central School District and Scotia-Glenville Secretarial Association regarding a stipend for the 2022-2023 school year, in the amount of \$1,000.00 for Susan Zeglen, Executive Secretary I (Lincoln Elementary), in recognition of training to perform duties assumed providing district-wide technical support for the *NutriKids* system, as submitted. (This resolution is contained as Appendix I to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

APPROVE CLASSROOM RENTAL AND ANCILLARY SERVICES AGREEMENT WITH BOCES

MOVED by Bucciferro, SECONDED by K. Talbot, that the Board of Education approve the classroom rental and ancillary services agreement with Capital Region BOCES for 2022-2023 for the lease of a

classroom and services, and authorize the President of the Board of Education to execute same, as submitted. (This agreement is contained as Appendix J to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

RESOLUTION: INCREASE DEBT SERVICE RESERVE FUND

MOVED by Frederick, SECONDED by K. Talbot, that the Board of Education approve the resolution, dated August 22, 2023, regarding authorizing the decrease in the Capital Fund (HF5510.210) by \$7,324.35 and increase the Debt Service Reserve Fund (A884) by \$7,324.35, as submitted. (This resolution is contained as Appendix K to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

RESOLUTION: APPROVE SCOTIA-GLENVILLE FAMILY TO PURCHASE FM SYSTEM

MOVED by K. Talbot, SECONDED by Bucciferro, that the Board of Education approve the resolution, dated August 22, 2023, to allow a Scotia-Glenville family to purchase a FM system at the fair market value, as submitted. (This resolution is contained as Appendix L to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

RESOLUTION: ACCEPT AND APPROPRIATE GIFT AND DONATION FROM GLEN-WORDEN PTA

MOVED by K. Talbot, SECONDED by Frederick, that the Board of Education approve the resolution, dated August 22, 2022, to accept and appropriate a donation from Glen-Worden Elementary PTA in the amount of \$4,938.00 to be used for a piece of playground equipment, as submitted. (This resolution is contained as Appendix M to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

APPROVE THE REVISED GLENVILLE POLICE BENEVOLENT ASSOCIATION SCHOLARSHIP

MOVED by Orr, SECONDED by K. Talbot, that the Board of Education approve the *revised* Glenville Police Benevolent Association Scholarship, as submitted. (This scholarship is contained as Appendix N to these minutes).

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

ADOPT THE REVISED 2022-2023 SCHOOL CALENDAR

MOVED by Bucciferro, SECONDED by Frederick, that the Board of Education adopt the *revised* 2022-2023 School Calendar, as submitted. (This calendar is contained as Appendix O 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 letter of resignation of Lauren Daniels, Teaching Assistant (Lincoln Elementary), effective c.o.b. August 1, 2022, with appreciation to her service to the District, as submitted. (This email is contained as Appendix P to these minutes).
- b. Accept the verbal resignation of Kiersten Kastberg, Teacher Aide (High School), effective August 1, 2022, with appreciation to her service to the District.
- c. Accept the letter of resignation of Sarah Hopeck, Science Teacher (Middle School), effective c.o.b. August 9, 2022, with appreciation to her service to the District, as submitted. (This resignation is contained as Appendix Q to these minutes).
- d. Accept the letter of resignation of Shane DeRose, Teaching Assistant (Middle School), effective c.o.b. August 15, 2022, with appreciation to his service to the District, as submitted. (This resignation is contained as Appendix R to these minutes).
- e. Accept the letter of resignation of Dawn Farone, Teaching Assistant (Lincoln Elementary), effective c.o.b. August 19, 2022, with appreciation to her service to the District, as submitted. (This resignation is contained as Appendix S to these minutes).
- f. Accept the letter of resignation of Cheryl Reed, Teaching Assistant (Middle School), effective c.o.b. August 31, 2022 to accept the position of Mathematics Teacher (Middle School), as submitted. (This resignation is contained as Appendix T to these minutes).

REPORT OF SUPERINTENDENT**a. Staffing**

- 1) Approve the probationary appointment of Anthony Peconie as Instructional Administrator

for Special Education (District Office), effective July 1, 2022 through June 30, 2024, with the 2022-2023 salary to be at the rate of \$116,710.74. Mr. Peconie has School Building Leader Professional certification.

- 2) Approve the probationary appointment of Megan Klein, Special Education Teacher (Senior High School), effective September 1, 2022 through August 31, 2025, with the 2022-2023 salary to be at the rate of \$60,005.00 (Step 10 +M). Ms. Klein has Permanent certification in Special Education.
- 3) Approve the probationary appointment of Dianna Rumpf, Guidance Counselor (Middle School), effective September 1, 2022 through August 31, 2026, with the 2022-2023 salary to be at the rate of \$54,147.00 (Step 5 +M +Stipend). Ms. Rumpf has Initial certification as a School Counselor.
- 4) Approve the probationary appointment of Tara Burczeuski, Speech (Glendaal Elementary), effective September 1, 2022 through August 31, 2026, with the 2022-2023 salary to be at the rate of \$64,363 (Step 13 +M). Ms. Burczeuski has Permanent certification in Speech and Language Disabilities.
- 5) Approve the one year appointment of Jessica Palden, French Teacher (Middle School), effective September 1, 2022 through June 30, 2023, with the 2022-2023 salary to be at the rate of \$73,684.00 (Step 17 +M). Ms. Palden holds a Permanent certificate in French Grades 7-12.
- 6) Approve the appointment of Kathleen Powers as Elementary Classroom Substitute Teacher (Lincoln Elementary), effective September 1, 2022 through on or about December 2, 2022, with the 2022-2023 salary to be at the prorated rate of \$95,267.00 (Step 23) per days worked.
- 7) Approve the part-time appointment, .6 FTE, of Rachel Penk (formally DeSignore) as Social Worker (Middle School), effective September 1, 2022 through August 31, 2023, with 2022-2023 annual salary to be at the rate of \$35,961.00 (.6 FTE of Step 8 +M + Social Worker). Ms. Penk has Provisional certification.
- 8) Approve the part-time appointment, .1 FTE, of Amy Norris as Music Teacher (Glendaal Elementary), effective September 1, 2022 through August 31, 2023, with 2022-2023 annual salary to be at the rate of \$9,686.70 (.1 FTE of Step 23 +M). Ms. Norris has Permanent certification.
- 9) Approve the part-time appointment, .6 FTE, of Leslie Nuzzo as Art Teacher (Sacandaga Elementary), effective September 1, 2022 through August 31, 2023, with 2022-2023 annual salary to be at the rate of \$35,496.00 (.6 FTE of Step 9 +M). Ms. Nuzzo has Professional certification.
- 10) Approve the appointment of Diana McLaughlin as Teacher Aide (Glendaal Elementary), in accordance with Civil Service Rules and Regulations, effective September 1, 2022 through June 30, 2023, 6.25 hours/day, 31.25 hours/week plus .5 hour/week for planning, at the rate of \$13.20/hour.

- 11) Approve the appointment of Melissa Spaulding as Teacher Aide (Senior High School), in accordance with Civil Service Rules and Regulations, effective September 1, 2022 through June 30, 2023, 7 hours/day, 35 hours/week at the rate of \$13.20/hour.
- 12) Approve the appointment of E. Michael Sullivan as School Monitor (Glendaal Elementary), in accordance with Civil Service Rules and Regulations, effective September 1, 2022 through June 30, 2023, 3.5 hours/day at the rate of \$13.20/hour.
- 13) Approve Heather Swiecicki to Administer and Proctor the NYS Earth Science Lab Practical on August 10, 2022 for up to 6 hours at the rate of \$46.46/hour.
- 14) Approve McKenzie Golden and Gina Finocchi as Teaching Staff to Proctor the NYS Regents Exams on August 16 and August 17, 2022 for up to 8 hours a day at the rate of \$46.46/hour.
- 15) Approve Lori DeSio as School Nurse for the NYS Regents Exam on August 16, 2022 for up to 8 hours at the rate of \$31.52/hour.
- 16) Approve Jennifer Linck as School Nurse for Secondary Summer School for a change in daily hours **from** 4.5 hours/day **to** 4.75 hours/day.
- 17) Approve the additional day appointments for summer curriculum work at the rate of \$210.00/day for each full day of service this summer, as submitted. (This list is contained as Appendix U to these minutes).
- 18) Approve the following Teacher Aides for 2022 Summer TCIS Training at the rate of \$13.26/hour:
- | | |
|----------------|----------------|
| Julianna Smith | up to 14 hours |
| Tanya Gambill | up to 14 hours |
| Leslie Wanmer | up to 14 hours |
- 19) Approve 4 summer days for Dianna Rumpf, Guidance Counselor (Middle School) at the rate of 1/200th of her 2022-2023 annual salary for each full day of service this summer.
- 20) Approve the appointment of Teaching Staff effective September 1, 2022:
- Jamie Muscato **from** .5 Middle School, .5 High School **to** 1.0 Senior High School
Sylvie Bergere **from** 1.0 Middle School **to** .5 Middle School, .5 Senior High School
- 21) Approve the reallocation of personnel code for the following staff effective September 1, 2022:
- Melissa Becker – Teaching Assistant **from** General Ed **to** Special Ed at Middle School
Eliza Rockstroh – Teaching Assistant **from** General Ed **to** Special Ed at Glen-Worden
Laxmi Singh – Teaching Assistant **from** 50/50 Gen. Ed/Spec. Ed **to** 100% Special Ed at Glen-Worden
Mary Wisniewski – Teaching Assistant **from** Special Ed **to** General Ed at Sacandaga

- 22) Approve the probationary appointment of Christine Carusone as Deputy Treasurer (District Office), in accordance with Civil Service Rules and Regulations, effective September 1, 2022, with 2022-2023 annual salary to be at the rate of \$56,012.00 (prorated) plus \$.60 longevity:
- 23) Approve the increase of duties and responsibilities for Roberta Delong as Clerk (District Office), effective September 1, 2022, with an increase of salary of \$59,376.00 (prorated) to her 2022-2023 annual salary, as submitted. (This review is contained as Appendix V to these minutes).
- 24) Approve the increase of duties and responsibilities for Kenna Collins as Payroll Audit Clerk (District Office), effective September 1, 2022, with an increase salary of \$51,792.00 (prorated) to her 2022-2023 annual salary, as submitted. (This review is contained as Appendix V to these minutes).
- 25) Accept the request for a one-year leave of absence of Clara Bisailon, Head Bus Driver (Transportation), effective c.o.b. August 31, 2022 through August 31, 2023, in order to accept the provisional appointment of Transportation Supervisor, as submitted. (This request is contained as Appendix W to these minutes).
- 26) Approve the provisional appointment of Clara Bisailon as Transportation Supervisor (Transportation), in accordance with Civil Service Rules and Regulations, effective September 1, 2022, with 2022-2023 annual salary to be at the rate of \$80,000.00, as submitted. (This appointment is contained as Appendix X to these minutes).
- 27) Approve the probationary appointment of Timothy DiCaprio as Cleaner, Second Shift (Senior High School), in accordance with Civil Service Rules and Regulations, effective September 1, 2022, with 2022-2023 salary to be at the rate of \$16.17/hour, 40 hours/week, 12 month.
- 28) Approve the probationary appointment of Ethan Dorries as Cleaner, Second Shift (Senior High School), in accordance with Civil Service Rules and Regulations, effective September 1, 2022, with 2022-2023 salary to be at the rate of \$16.71/hour, 40 hours/week, 12 month.
- 29) Approve the list of School Bus Drivers and assignments for the 2022-2023 school year, as submitted. (This list is contained as Appendix Y to these minutes).
- 30) Approve the request of an unpaid leave of absence of Joseph Ryan, Bus Driver (Transportation), effective September 1, 2022 through December 31, 2022, as submitted. (This request is contained as Appendix Z to these minutes).
- 31) *Rescind* the appointment of Jamie Semerad as Modified Volleyball Coach for the 2022-2023 Fall sports.
- 32) Approve the change in step for James Saburro as Modified Assistant Football Coach *from* Step 3 (\$3,420.00) *to* Step 5 (\$4,212.00).
- 33) Approve the list of 2022-2023 Fall sports coaching appointments:

Football

Varsity Volunteer

Matthew Frese*

Step 0

-0-

Boys' Soccer

Modified

Lynne Bower-Shapiro* Step 3

\$3,099.00

Girls' Soccer

Modified

OPEN

Girls' Tennis

Volunteer

Jacob Hardy

Step 0

-0-

Volleyball

Modified

OPEN

**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.*

- 34)** Approve the following lists of non-instructional substitutes for the 2022-2023 school year, as submitted:

Clerical Substitutes

Substitute School Bus Drivers

Substitute School Monitors

Substitute School Nurses

Substitute Teacher Aides

Transportation Aide Substitutes

(This list is contained as Appendix AA to these minutes).

- 35)** Approve the list of substitutes for the 2022-2023 school year, as submitted. (This list is contained as Appendix BB to these minutes).

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 August 22, 2022.

b. Internal Claims Auditor's Report /Warrant Report Exception

Payroll Warrants

#5	7/15/22	\$231,983.09
#8	7/29/22	\$323,617.81
#10	8/12/22	\$327,771.63

Check Warrants

A-70	6/30/22	\$263,035.12
A-15	7/15/22	\$226,650.66
A-4	7/12/22	\$911,796.80

A-6	7/29/22	\$737,294.33
A-7	7/29/22	\$539,713.06
H-2	7/29/22	\$369,261.67
A-9	8/12/22	\$1,411,381.91

President Talbot noted receipt of the Internal Claims Auditors Report/Warrant Report Exceptions. (These reports are contained as Appendix CC to these minutes).

- c. Minutes:**
- June 13, 2022 Regular Meeting**
 - June 26, 2022 Regular Meeting**
 - July 11, 2022 Organizational Meeting**
 - July 11, 2022 Regular Meeting**
 - July 25, 2022 Regular Meeting**

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

OTHER BUSINESS

The Board reviewed the District Safety Plan, Curriculum and Instruction Topics for 2022-2023 and the 2022-2023 Middle School SCEP. Mr. Frederick complemented Mr. Giaquinto on the reorganization of the Business Office and keeping the Board informed on the different steps/responsibilities. Ms. Talbot gave "kudos" to Ms. Nofri for the 7th/8th Grade Inclusion Event that went well at the Middle School. Ms. Swartz announced that we will begin to Live Stream the board meetings starting September 12, 2022.

HEARING/PRIVILEGE OF THE FLOOR

None

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

ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

The meeting adjourned at 7:27 p.m.

Jill Busman, Clerk Pro-Tem