

SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT

Scotia, New York

August 14, 2026

To: Board of Education

A Regular Meeting of the Board of Education of the Scotia-Glenville School District will be held at the District Office at 7:00 p.m. on Monday, August 17, 2026. If necessary, the Board will entertain a motion to go into Executive Session prior to the open meeting at 6:30 p.m.

Following the Board meeting, the Board may adjourn to Executive Session in order to discuss matters relating to personnel and/or negotiations.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Cathleen Smith', with a long horizontal flourish extending to the right.

Cathleen Smith

Clerk, Board of Education

Scotia-Glenville School District
Scotia, New York

TO: Susan Swartz, Superintendent

FROM: Drew Giaquinto, Business Manager 

SUBJECT: Fourth Fiscal Projection 2025-26 (pre-West audit)

DATE: August 14, 2026

I have completed the fourth fiscal projection for the year ending June 30, 2026, with the supporting Revenue and Budget Status reports and the Summary Variance Analysis and Fund Balance Projection report. This fiscal projection reflects twelve months of actual expenditures and revenue pending potential adjustments as we close out the financials for 2025-26 in the next three weeks.

The fourth fiscal projection reflects an operating surplus of \$4,554,641, up from the 3rd projection of \$3,580,566 and approximately \$1.3 million more than last year. This reflects an increase of \$974,075 from the 3rd fiscal projection, primarily attributable to increasing the revenue projection by \$258,000, due to additional interest income of \$243,000 (Feds did not decrease the rates). Expenditures generated an additional savings of \$716,000 attributable to savings in special ed private placements (\$466,000) and various staffing costs (overtime, subs and turnover).

The undesignated fund balance is projected to be \$1,788,718 (2.66%) compared to the \$1,149,491 (1.72%) at 6/30/25. We are allowed by SED to have 4% or \$2,686,237. The district is utilizing \$3,631,058 to balance the 26-27 budget of which \$3,415,558 was derived from surplus and \$215,500 from reserves. This is a decrease of \$728,000 from prior year use of fund balance.

The district reduced the undesignated fund balance by \$250,000 at 6/30/26 by increasing the tax cert reserve in relationship to significant claims that have come in related to the 26-27 tax year (see separate tax cert memo).

Expenses are favorable at \$3,595,600 (5.37%) compared to 3.10% prior year. Savings are primarily generated in:

Special Education - \$1,292,000
 Reduced placements - \$466,000
 Grants - \$441,000
 Turnover - \$253,000
Employee Benefits- \$982,000
 Medical - \$470,000
 FICA - \$242,000
 Pensions - \$240,000
Regular School Instructional costs - \$644,000
 Grant subsidies \$355,000
 Turnover, OT, and sub savings \$202,000
Building and Grounds - \$235,000
 Utilities \$104,000
 Staff savings (turnover and OT) \$94,000
Transportation - \$127,000
 Out-of-district runs \$62,000
 Staffing \$37,000

Revenue projects a favorable variance of \$959,023 (1.43%) compared to 1.8% prior year. The major contributing factors (offset by a few unfavorable categories) are:

Interest Income - \$268,000
Refunds of prior year expenses - \$266,000 (BOCES \$212,000)
Charges for Services - \$183,000 (Health and Welfare and IESP)
BAN Premium - \$174,000

Interest rates decreased from 3.92% in October to 3.71% in November. Rates have held steady at 3.5% since December.

I have attached reports as follows for Board of Education Review:

- (A) Summary of Revenue and Expenses through twelve months by category vs. budget
- (B) Projected Expenditures and Encumbrances by department and category vs adopted and amended budget
- (C) Revenue Status Report which displays Revenue recognized at twelve months and projected to 6/30/25
- (D) Appropriation Status Report displaying YTD activity v. original and amended budget

The above reports and narrative are ready for the board meeting on 08/17/2026. Please let me know if you have any questions or require additional information.

Attachments

SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT

TO: Susan Swartz, Superintendent
FROM: Andrew Giaquinto, School Business Manager
DATE: August 11, 2026
RE: 2025 Tax Roll Correction Resolution



Attached please find a resolution to withdraw and amend the school tax rolls. This stems from the Town Assessor notifying us that a property was incorrectly classified as wholly exempt on the 2025 tax roll. The County took a portion of the property as a right-of-way which rendered that portion exempt but the entire property was incorrectly classified as exempt. The property is located at 1200 Sanders Road. In discussions with the Town and with our school attorney, we determined that the 2025 taxes should be collected. This will result in an increase to property tax revenue of \$8,126.28.

I recommend the attached resolution be presented at the August 17 meeting. Thank you for your attention to this matter.

AG/cc

Attachment

**RESOLUTION OF THE SCOTIA-GLENVILLE CENTRAL SCHOOL
DISTRICT DATED AUGUST 17, 2026 TO WITHDRAW AND
AMEND SCHOOL TAX ROLLS**

WHEREAS, the Assessor of the Town of Glenville has informed the District that an error was made on the assessment rolls from the Town of Glenville used to levy **2025** school taxes for the Scotia-Glenville Central School District, and

WHEREAS, the error was discovered subsequent to the expiration of the warrants for collection of school taxes; and

WHEREAS, a property was incorrectly classified as wholly exempt; now, therefore, be it

RESOLVED, that the Board of Education of the Scotia-Glenville Central School District does hereby authorize and direct that the **2025** school taxes for the following property be corrected:

Parcel: 13.-1-63.31, 1200 Sanders Road, amount of corrected taxes:

\$8,126.28 (2025)

And, be it further

RESOLVED, that the School District Chief Executive Officer is hereby directed to collect the real property taxes authorized herein in accordance with the provisions of the Real Property Tax Law, and, be it further

RESOLVED, that this resolution shall take effect immediately.

I hereby certify that the above is a true and correct copy of a resolution adopted by the Board of Education at a Regular Meeting held on August 17, 2026 at which a quorum was present and acted throughout.

Attest:

District Clerk

SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT

MEMORANDUM

TO: Susan Swartz
FROM: Andrew Giaquinto
DATE: August 6, 2026
RE: Tax Certiorari Reserve



Attached please find a resolution to increase the Tax Certiorari Reserve by \$250,000. This stems from the filing of the below-listed 2026 tax certs.

PROPERTY/OWNER	MAX VALUE OF REDUCTION
Walmart	\$171,791.16
Old Dominion	154,969.19
Lowes	45,890.89
624 Hoffman Hill Rd	7,034.79
2026 Tax Certs Received (subtotal)	\$379,686.03
Prior Year/Pending tax certs	805,373.50
GRAND TOTAL PENDING	\$1,185,059.53

The June 30, 2026, balance in the tax cert reserve was \$680,673. It is not necessary to reserve the total value of the outstanding claims. The grievances typically settle at a lesser amount than requested (recent settlements ranged from 22% to 90% of the requested value of the reduction). The \$250,000 increase to the reserve will mean that the District has reserved an amount equivalent to 78% of the outstanding claims.

I recommend the attached resolution be presented at the August 17 meeting. Thank you for your attention to this matter.

AG/cc

Attachments

**RESOLUTION INCREASING TAX CERTIORARI
RESERVE FUND
August 17, 2026**

WHEREAS, the Board of Education established a Tax Certiorari Reserve Fund for the payment of judgments on claims for tax certiorari proceedings, and

WHEREAS, the Tax Certiorari reserve as of June 30, 2026 has a balance of \$680,672.70 and the District has potential additional claims since closing the books on June 30, 2026, now therefore be it

RESOLVED, that the Board of Education authorizes the decrease in the undesignated fund balance (A909) by \$250,000 and the increase of the Tax Certiorari Reserve (A864) by \$250,000 for the 2025-2026 tax year.

8/17/26

Scotia Glenville CSD
Scotia, NY 12302

August 12, 2026

To: Susan Swartz

From: Andrew Giaquinto

Re: Increase to Debt Service Reserve Fund

A board resolution is needed to authorize an increase of \$172,280 to the Debt Service Reserve Fund, which currently holds a balance of \$1,074,853.29. This adjustment accounts for \$172,280 in bond anticipation note premiums recently acquired by the district. Following this approval, the total balance of the Debt Service Reserve Fund will reach \$1,247,133.29.

Should you have any questions or require additional information please let me know.

**SCOTIA GLENVILLE CENTRAL SCHOOL DISTRICT
RESOLUTION INCREASING
DEBT SERVICES RESERVE FUND
AUGUST 17, 2026**

WHEREAS, the Board of Education established a Debt Service Reserve Fund for the payment of outstanding debt service obligations and

WHEREAS, the Debt Service Reserve Fund as of June 30, 2026, has a balance of \$1,074,853.29 and the District has received a \$172,280 premium on obligations;

NOW, therefore, be it

RESOLVED, that the Board of Education authorizes the decrease in undesignated fund balance (A909) of \$172,280 and increase to the Debt Service Reserve Fund (A884) of \$172,280



2026-27 School Year

Scotia-Glenville CSD Central School District

2 Classrooms

**ALBANY-SCHOHARIE-SCHENECTADY-SARATOGA BOCES
CLASSROOM RENTAL AND ANCILLARY SERVICES AGREEMENT**

IT IS HEREBY AGREED by and between the **Scotia-Glenville Central School District**, 900 Prestige Parkway, Scotia, New York 12302 and the Board of Cooperative Educational Services of Albany-Schoharie-Schenectady-Saratoga Counties with offices at 900 Watervliet-Shaker Road, Albany, New York 12205 (BOCES) as follows:

School Year	2022-23	2023-24	2024-25	2025-26	2026-27
Rent	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
Ancillary Services Base	\$14,250	\$14,250	\$14,250	\$14,250	\$14,250
3 or more classes/district	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
2 or more classes/building	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000

- 1. PREMISES.** The District hereby leases to BOCES certain classroom(s). Each classroom covered by this lease agreement shall comply with the Regulations of the Commissioner of Education for special education classrooms and shall be appropriately furnished with desks, tables, chairs and other equipment.
- 2. SUPPORT FOR CLASSROOMS.** The District shall furnish such additional space as may be appropriate and necessary in order to conduct support services associated with the particular special education classes or programs to be located in the leased classrooms. Such support services include but are not limited to speech therapy, physical therapy, occupational therapy and consultation with a social worker.
- 3. ANCILLARY SERVICES.** The District shall furnish ancillary services for all leased classrooms and for all children with handicapping conditions assigned to the leased classrooms as is required by the most recent edition of Ancillary Services Guidelines published by the Special Education Division of BOCES. As used in this agreement, the term Ancillary Services shall include those services identified in the Ancillary Services Guidelines including electrical, oil, gas, water and any other utilities as may be required.
- 4. ANCILLARY SERVICES FEE.** As set out in the above schedule, the BOCES shall pay to the District a total annual ancillary services fee of **\$78,500**. Annual fees for Ancillary Services shall be payable at the same time the rental payments are due.
- 5. RENT.** As set out in the above schedule, the BOCES shall pay to the District an annual rent of **\$12,000** per classroom for a total of **\$48,000**. Rental payments cover the classroom as well as support service space, furniture, and equipment.
- 6. TERM.** The term of this lease agreement shall be for a period of one (1) year(s) commencing on **July 1, 2026 – June 30, 2027**.
- 7. MAINTENANCE OF CLASSROOM LOCATION.** It is the hope and expectation of both parties that each classroom provided for herein will remain at one location for the duration of the term and any renewal. Moving of a classroom to another location in the same building or relocating the classroom in another school building may only take place in the event of extraordinary and unforeseen circumstances (e.g., fire, asbestos removal, major district reorganization). The District shall give written notice to BOCES of its reasons for proposing to move or relocate a classroom as soon as possible after the occurrence of the extraordinary circumstance. The district's reasons for the proposed move or relocation shall be based on the same criteria as would be used to move or relocate a class run by the District for non-handicapped students. In connection with a proposal to move or relocate a classroom, the District shall identify an alternate location. The district shall give adequate consideration to the needs of the students to be affected in identifying an alternate location.
- 8. RESOLUTION OF DISPUTES.** In the event that the District proposes to move or relocate a classroom and the parties are unable to agree on whether the move or relocation should be made or whether the proposed alternate location is adequate, the matter will be referred to the Superintendents' Advisory Committee on Special Education. The recommendation of said Committee shall be submitted to the Board and full Superintendent's Committee for review and disposition.



2026-27 School Year

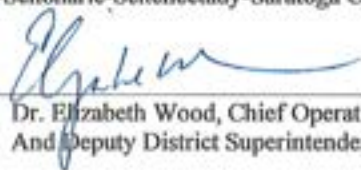
9. **COMPLIANCE WITH REGULATIONS.** The Lessor will obtain a certificate of occupancy from the appropriate authorities and lessor covenants that it will be in continuing compliance with all required local, State Education Department, Federal and State regulations. Failure to adhere to such regulations will be the basis for lessee terminating the lease and with it, any and all fiscal responsibilities from that day forward.
10. **APPROVAL BY COMMISSIONER.** The terms of this lease and any modifications including any move or relocation of a classroom shall not become effective until approved by the Commissioner of Education.

IN WITNESS WHEREOF the parties have caused this lease to be executed by their duly authorized corporate officers pursuant to a resolution properly adopted by their respective legislative bodies on the _____ day of _____, 2026.

Scotia-Glenville Central School

By _____

Board of Cooperative Educational Services of
Albany-Schoharie-Schenectady-Saratoga Counties

By 
Dr. Elizabeth Wood, Chief Operating Officer
And Deputy District Superintendent

SCOTIA-GLENVILLE	Scotia-Glenville Middle School 10 Prestige Pkwy Scotia, NY 12302	A271(SOC-EM)	2	\$28,500
	Scotia-Glenville High School 1 Tartan Way Scotia, NY 12302	A271(SOC-EM)	2	\$28,500
		Units in District	4	\$7,500
		Double Units	2	\$14,000
		Ancillary Subtotal	\$14,250	\$78,500
			Rental Amount	\$48,000
			TOTAL	\$126,500

5020 - EQUAL EDUCATIONAL OPPORTUNITIES

The Board of Education shall ensure that all students have equal educational opportunities and will not be excluded or prevented from participating in or having admittance to the educational courses, programs or activities; school services; and extracurricular events on the basis of race, color, religion, national origin, age, marital status, military status or disability.

Inquiries regarding this nondiscrimination policy may be directed to:

Title IX Coordinator
Director of Curriculum and Instruction
Scotia-Glenville Central School District
900 Preddice Parkway
Scotia, NY 12302
518-347-3600 ext. 7200

[A formal Title IX complaint may be pursued as outlined in Appendix T.](#)

Section 504 Coordinator
School Business Administrator
Scotia-Glenville Central School District
900 Preddice Parkway
Scotia, NY 12302
518-347-3600 ext 7300

[A formal 504 complaint may be pursued as outlined in Appendix D](#)

Adopted March 14, 1988
Revised September 10, 1990
Revised September 14, 1992
Revised September 13, 1993
Revised September 27, 2010
Revised January 9, 2012
Adopted January 23, 2012
Reviewed May 2025

5020 - EQUAL EDUCATIONAL OPPORTUNITIES

The Board of Education shall ensure that all students have equal educational opportunities and will not be excluded or prevented from participating in or having admittance to the educational courses, programs or activities; school services; and extracurricular events on the basis of ~~race, color, religion, national origin, age, marital status, military status or disability.~~ an awareness and sensitivity in the relations of people, including but not limited to, different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, gender identity, and sexes.

Inquiries regarding this nondiscrimination policy may be directed to:

Title IX Coordinator

~~Director of Curriculum and Instruction~~ Assistant Superintendent for Curriculum and Instruction

Scotia-Glenville Central School District

900 Preddice Parkway

Scotia, NY 12302

518-347-3600 ext. 7200

A formal Title IX complaint may be pursued as outlined in Appendix T.

Section 504 Coordinator

~~School Business Administrator~~ Pupil Personnel Services Director

Scotia-Glenville Central School District

900 Preddice Parkway

Scotia, NY 12302

518-347-3600 ext 7400

A formal 504 complaint may be pursued as outlined in Appendix D

Adopted March 14, 1988

Revised September 10, 1990

Revised September 14, 1992

Revised September 13, 1993

Revised September 27, 2010

Revised January 9, 2012

Adopted January 23, 2012

Reviewed May 2025

First Reading August 2026

Current Policy

3140 - EMPLOYEE LAPTOP USER POLICY AND AGREEMENT

District-owned laptop computers are the legal property of Scotia-Glenville School District and are provided to employees for use both on and off school grounds in order to enhance, enrich, and facilitate teaching and learning, administrative duties, as well as school communications. Laptop computers are to be used for school-related business, curriculum enhancement, research, communications and other instructional purposes. Internet activities must be consistent with this purpose.

Because Information Technology Resources are District provided benefits, there can be no expectation of privacy with respect to an employee's use of Information Technology Resources, including computers whether hardwired, wireless or handheld, software, files (current or deleted, portable media, portable storage devices, mobile devices, the Internet and email, including attachments). This includes, but is not limited to, accessing stored information, reviewing logs of incoming and outgoing information and messages, as well as the content of that information.

Incidental personal use of laptop computers must not adversely affect the performance of employee's official duties or the organization's work performance, must not be disruptive of co-workers or students, must be of limited duration and frequency, should be restricted to matters that cannot be addressed during non-duty hours, effectiveness or usefulness of the District's technology resources.

I understand that:

1. I will follow and enforce all the rules and conditions of Scotia-Glenville School District's Information Technology Policies and Procedures in addition to the following set of rules. A currently signed Staff/Non-Student Network Access Permission and Internet Safety Contract must be on record.
2. The laptop has district-standard software installed. Additional district authorized software and education/professional software may be installed on this computer, assuming the completion of Software Acquisition Request Form legal licensing is provided and kept on record in the ITD, and prior approval from the ITD is obtained.
 - District-standard software may not be duplicated, transferred or downloaded to any other system or media.
 - Scotia-Glenville School District is not responsible for any service interruptions or loss of data.
 - Any data corruption or configuration errors caused by the installation of unauthorized software may require a complete re-imaging of the laptop and may result in loss of laptop privileges and possible disciplinary actions.
 - Any unauthorized use or installation of software may result in the loss of laptop privileges and possible disciplinary action.

3. Antivirus software has been installed and configured for the laptop and will automatically download from internet connection. No user interaction is required. Windows Updates will automatically download from an internet connection and may require a restart.
4. Consent from the IT Department is required to adjust or alter the laptop by the addition or deletion of any hardware.
5. I will maintain backups of all files to external media or the district network drive.
6. I will keep the laptop in good working order and will notify the IT Department of any defect or malfunction during my use. Some repairs/issues may not be repairable.
7. The IT Department reserves the right to collect laptops at any other times deemed necessary.
8. I am responsible for the confidentiality and security of identifiable student information or other sensitive data on the laptop.
9. The laptop should always be used under my supervision. I will not allow my laptop to be used by an unknown or unauthorized person. I assume responsibility for the actions of others while using the laptop. I will not allow my network user account and password to be used by anybody other than myself.
10. I am permitted to use the laptop on a wireless network outside the Scotia-Glenville School District as long as it does not require me to install any additional firewall software or change any of my network configurations.
11. It is my responsibility for the security and care of the laptop. (Laptop User Guidelines below)
 - If the laptop is lost, stolen, or damaged while on or off school property, the incident MUST be reported within 24 hours to the IT Department, Business Manager, and/or local police.
 - If the lost, stolen or damaged laptop and/or accessories is determined to be caused by negligence or intentional misuse, I will assume the full financial responsibility for repair costs or fair market value of assessed equipment.
12. I must return the laptop, including case, accessories and peripherals upon employment termination, transfer or retirement in accordance with the district's exit procedures.

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Laptop User Guidelines

It is the employee's responsibility to keep the assigned laptop secure and protected at all times. Due care should be taken in the handling, transporting and usage of the laptop. Improper use or not being fully aware of safety issues can cause the laptop irreparable damage.

The following suggestions include:

- a. Use protected storage bags or carrying cases specifically designed for laptops.
- b. Lock laptops in cabinets or desks where possible.

- c. Use cable safety locks when necessary.
- d. Secure the laptop if temporarily leaving it unattended.
- e. Avoid creating a trip hazard when plugging in the laptop for power.
- f. Use car trunks or other means to keep laptops out of plain view; keep car doors locked.
- g. Be aware that extreme (hot and cold) temperatures in an enclosed vehicle will harm the laptop.
- h. Keep drinks, food, lotions and other harmful materials away from the laptop.
- i. Make sure that before putting the laptop into its carrying bag, it is left on in sleep mode.
- j. Inspect and clean the air vents in the laptop as part of a weekly routine.
- k. Operate the laptop on a hard surface preferably one that allows ventilation.
- l. Unplug any accessories whenever the laptop is not in use, even for short periods of time, as it uses power unnecessarily and can cause overheating.
- m. If the internet is delivered through DSL, cable or satellite, verify that the internet service provider (ISP) provides firewall protection.

Name: _____

Bldgs.(s): ____ GD ____ GW ____ LN ____ SA ____ MS ____
 HS ____ DO
 ____ BG

Home Address: _____

Phone (Home/Cell): (____) ____ - _____

Laptop Type: Model (near keyboard): unknown _____

Asset Tag # _____ Serial #/Service Tag: _____

(all 6 digits of bar code) (Dell on bottom, HP under battery)

Date Taking Equipment: ____/____/____ £ Already have in possession

Date of Expected Return: ____/____/____ £ Permanent Assignment

Who is your ISP at home ? _____

Signature: _____

Date: _____

This policy will be reviewed annually to account for advances in technology and policy changes. Any questions, concerns or interpretations of this policy not covered in this document will be resolved at the discretion of Scotia-Glenville School Administration and the IT Department.

First Reading 6/11/12

Adopted 8/13/12

Reviewed July 14, 2014

Reviewed July 13, 2015

Revised July 11, 2016

Revised July 10, 2017

Reviewed July 9, 2018

Adopted July 13, 2020

Reviewed July 12, 2021

Reviewed July 11, 2022

Reviewed July 10, 2023

Reviewed July 8, 2024

Reviewed July 14, 2025

First Read – Proposed Policy Change

Scotia-Glenville Central School District

Staff Device User Policy and Agreement | District-Issued Devices

This agreement outlines the terms, conditions, and guidelines for the use of a Scotia-Glenville Central School District (SGCSD) issued mobile computing devices (including laptops, tablets, and Chromebooks). District-owned devices are the legal property of SGCSD and are provided to faculty and staff to enhance, enrich, and facilitate teaching, learning, coaching, administrative duties, and school communications.

By digitally signing this agreement, the staff member acknowledges receipt of a district device, accepts full liability for its safe return, and agrees to abide by the policies and guidelines set forth herein.

1. Device Administration & Inventory Tracking

1.1. Inventory Management

- **Tracking and Recalls:** All technology equipment loaned to employees shall be actively inventoried. The district maintains a recorded list detailing the date the equipment was loaned, to whom it was loaned, and the expected/actual date of return. Equipment may be recalled at any time by the District Administration.
- **Ownership Restrictions:** All loaned equipment remains district property regardless of condition or age. No item may be sold to or purchased by the borrower unless the equipment has first been returned to the district for formal evaluation and disposed of in accordance with established board policies and procedures.

1.2. Careful Handling and Maintenance

- **Physical Care:** Staff members are entrusted with the care of their assigned device and must exercise due diligence and reasonable safeguarding. Avoid situations that could lead to damage, such as dropping, leaning on, crushing, or exposing the device to liquids, extreme temperatures, or direct sunlight. Keep food, drinks, and lotions away from the device.
- **Ventilation:** Operate the device on a hard surface that allows proper ventilation. Inspect and clean the air vents routinely to prevent overheating.
- **Cleaning:** Staff are responsible for the physical cleaning of the device. Bleach wipes or harsh cleansers must not be used on the keyboard or screen. Microfiber cloths, diluted rubbing alcohol, and specialized electronic wipes are the only safe cleaning solution.

Staff may also submit their device to the High School student help desk for routine cleaning.

1.3. Storage, Transport, and Charging

- **Transport:** Use padded bags or carrying cases specifically designed for laptops/Chromebooks/tablets. Ensure the device is completely powered off or safely in sleep mode before placing it into a carrying bag to avoid severe overheating.
- **Security:** When not in active use, store the device in a secure location (e.g., locked in cabinets or desks, a locked classroom). Note that prolonged extreme hot or cold temperatures will harm electronic components.
- **Charging:** Staff members are responsible for ensuring the device is properly charged using the provided SGCSO charger prior to the start of the workday. Avoid creating trip hazards when plugging in the device. Unplug unnecessary accessories when the device is not in use to conserve power.

2. Usage Guidelines

2.1. Primary Purpose and Outside Work Restrictions

The primary use of district-issued technology must be for school district business or instructional purposes, strictly in line with the District's Acceptable Use Policy for Technology.

The use of district-issued devices and technology accounts for the conduct of outside work for financial gain, political propaganda, advertising and selling for commercial purposes, or behavior unbecoming of a school district employee is strictly forbidden.

2.2. Privacy

Because district-owned devices and accounts are the legal property of the SGCSO, **there is no expectation of privacy** with respect to an employee's use of district devices, networks, software/applications, files (current or deleted), internet history, and email (including attachments). The School District reserves the right to review logs, monitor, and investigate all activity conducted on the device at any time without the need for employee consent.

2.3. Adherence to Board Policies

All staff members are required to read, understand, and adhere to SGCSO Board of Education Policies 4355 - 4360, including the district's Acceptable Use Policy (AUP). An AUP acknowledgment is integrated into the sign-in process for all District devices.

2.4. Hardware and Software Management

- Standard district software/operating systems come pre-configured. Security and system updates will download automatically when connected to the internet.
- District-standard software may not be duplicated, transferred, or downloaded to any other system or media.

- Staff are prohibited from installing any additional software beyond those in the Approved Software List, making software configuration changes, or altering the device by adding/deleting any hardware, software, or the operating system.
- Any data corruption or configuration errors caused by unauthorized software or hardware alterations may require a complete re-imaging of the device and may result in the loss of device privileges and/or disciplinary action.

2.5. Network and Security Access

- Staff members are responsible for maintaining the confidentiality and security of their district accounts, passwords, and sensitive student data. Passwords must never be shared.
- Devices must be logged off, switched user, or locked whenever they are left temporarily unattended.
- Staff are permitted to use the device on outside wireless networks as long as it does not require changing network configurations or installing unauthorized firewall software. Internet activity remains subject to the district's content filtering and monitoring policies even when off school grounds. Attempts to bypass filtering systems are strictly prohibited.

3. Responsibility for Damage, Malfunction, or Loss

3.1. Reporting Technical Issues

Any physical damage, operational malfunctions, defects, or signs of wear and tear must be reported **immediately** to the SGCS D Help Desk at **helpdesk@sgcsd.net**. Timely reporting is crucial. Failure to promptly report issues may result in the employee being held financially responsible for subsequent damage.

3.2. Financial Liability

Individuals borrowing district-owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use if it is determined that reasonable steps were not taken to safeguard its condition.

- **Chromebooks:** Scotia-Glenville CSD provides an in-house, limited warranty which includes **one (1) free repair** for screen damage or other accidental physical damage.
- **General Device Clause:** If damage, loss, or malfunction is determined by the school district to be caused by negligence, intentional misuse, or unauthorized modifications, the staff member will assume full financial responsibility for the repair costs or the fair market value of the equipment.

3.3. Reporting Loss or Theft

In the event that a device is lost or stolen, the incident **MUST be reported within 24 hours** to the building principal/immediate supervisor, the IT Department (helpdesk@sgcsd.net), and/or

local law enforcement. Failure to promptly report theft or loss may result in the staff member being held financially responsible for the replacement cost of the device.

4. Data Privacy Compliance

SGCSD takes student and staff data privacy seriously. The district strictly complies with the **Family Educational Rights and Privacy Act (FERPA)** and **New York State Education Law Section 2-d** regulations for data privacy.

- **Software Evaluation:** All software, extensions, and third-party applications utilized by staff on district-issued devices must be evaluated and approved for compliance with data privacy regulations by the district's Data Privacy Officer before use.
- **Data Monitoring:** Data passing into and out of the district's networks and managed cloud accounts are continually monitored to detect and prevent inappropriate access or unauthorized sharing of sensitive or personally identifiable information (PII).

5. Return of Device

Upon separation from employment with SGCSD for any reason (including resignation, retirement, termination, or an extended leave of absence), the staff member must return the assigned device, charger, and all provided peripherals in good working order in accordance with the district's exit procedures. Failure to return the device or returning it in a severely damaged condition (beyond normal wear and tear) will result in financial responsibility for the replacement cost.

By digitally signing below, I acknowledge that I have read, understand, and agree to abide by the terms, conditions, and guidelines of this Scotia-Glenville CSD Staff Device User Policy and Agreement.

Staff Member Information:

Name: _____

Job Title/Department: _____

Date: _____

Digital Signature:

(Staff Member's Digital Signature)

For District Use Only:

Device Type : _____

Device Serial Number / Asset Tag: _____

Date Issued: _____

Proposed Policy 5351 – Artificial Intelligence (AI)

First Read – 7/27/26

SUBJECT: ARTIFICIAL INTELLIGENCE (AI)

Overview

The emergence of artificial intelligence (AI) technologies, especially generative AI (AI), poses unique opportunities and challenges for learning environments. As these technologies integrate deeper into everyday life, the Scotia-Glenville Central School District must proactively address the implications of AI usage to ensure it enhances educational outcomes without compromising academic integrity or equity. This policy outlines the District's commitment to responsible AI integration in educational practices, balancing innovation with the core values of the District's educational mission. Further, it sets forth guidelines designed to evolve as new technologies and methodologies emerge, ensuring the District remains at the forefront of academic excellence and technological responsibility.

Scope and Application

This policy applies to all individuals with a Scotia-Glenville CSD technology account. It integrates with, and complements, existing policies on data privacy, acceptable use, and student conduct. This policy aims to provide clear guidelines on the use of AI within the District's schools, ensuring that its application supports the District's educational goals and adheres to its privacy and security standards.

Scotia-Glenville CSD recognizes the need to teach students about the emergence of artificial intelligence and its application in an academic setting. To accomplish this instructional charge, and in adherence to New York State Education Department and national education technology standards, the District places guardrails around the type of artificial intelligence students may access within our district domain (i.e. - anything on a student's or staff member's technology account). Furthermore, the District is committed to educating students on the ethical utilization of these systems, including a comprehensive understanding of their inherent risks and limitations. Interaction with AI platforms is restricted to those programs vetted through the District approval process.

Definition

Artificial intelligence encompasses systems that operate on fixed algorithms and predefined rules, as well as those that learn from extensive data sets to create new content, such as text, images, and audio, by mimicking human adaptability and creativity.

Vision for AI Use

Scotia-Glenville CSD envisions AI as a supportive human-centered technology anticipated to:

a.) **Foster AI and Digital Literacy:** Equip students with a deep, practical understanding of AI, including its mechanics, ethical implications, and real-world applications. AI can also be used as a bridge to help students better understand digital applications (i.e. - better layout and presentation of slides, language and patterns for coding, etc). The District commits to teaching students how to

effectively and responsibly use AI as a tool for learning, productivity, and critical thinking, while also addressing its potential risks and limitations.

b.) **Prepare Students for the Future:** Equip students for future landscapes by fostering critical understanding and responsible engagement with emerging AI technologies. This is in line with the New York State Portrait of a Graduate.

c.) **Enable Personalized Learning:** Provide adaptive, individualized learning experiences tailored to individual student needs and paces.

d.) **Support Educators:** Empower educators with tools for curriculum, assessment, differentiation, and professional growth, enabling greater focus on student interaction and pedagogy.

e.) **Streamline Operations:** Optimize administrative processes, improve communication, and enhance decision-making, fostering operational efficiency and judicious resource allocation.

Scotia-Glenville CSD recognizes that, despite the power of AI, students and educators will remain at the center of education.

AI Considerations

The use of AI comes with some risks and limitations. Instructional curricula and professional learning initiatives will continue to address broader safety and integrity concerns for users operating on both District-issued and personal devices outside of District jurisdiction. These concerns include, but are not limited to:

a) Bias

AI tools learn from data created by people, which means any biases, prejudices, and stereotypes in that data can be reflected in the outputs produced by AI. It is essential to recognize that these biases exist and to critically assess the outputs of AI tools to prevent the perpetuation of stereotypes. AI can also suffer from response bias, where the AI generates answers tailored to what it predicts the user wants to hear based on its training data or specific tuning.

b) Copyright

AI may pose copyright issues as it may have used copyrighted material within its training data without explicit permission from the copyright holders. As a result, there are unsettled legal questions about the ownership and copyright status of AI's outputs, which can closely mimic or incorporate elements of existing copyrighted works.

c) Hallucinations/Confabulations

AI can generate plausible but false or inaccurate information, a phenomenon known as a hallucination/confabulation.

Data Privacy and Security

Information entered into AI may be accessible to others due to data sharing or breaches. All users should exercise caution when utilizing AI. Under no circumstances should any student data, sensitive information, copyrighted, confidential, or proprietary information be entered into AI, consistent with relevant state and federal laws and district policy. Further, if the information would not be disclosed in response to a Freedom of Information Law (FOIL) request, it should not be entered into AI. This includes, but is not limited to, data protected by:

a) Family Educational Rights and Privacy Act (FERPA) and Children's Online Privacy Protection Rule (COPPA);

b) Education Law Section 2-d (Unauthorized Release of Personally Identifiable Information);

c) Labor Law Section 203-d (Employee Personal Identifying Information);

d) State Technology Law Section 208 (Notification of Security Breach of Private Information).

Student Use

The following principles shall apply to the use of AI by students:

1. While AI may be used to supplement, aid, and/or assist students in their academic work, it should not be used as a substitute for a student's own critical thinking, analysis, and/or compositional creations, nor shall it be used in a way which otherwise undermines the instructional objectives of an assignment, as determined by the teacher.
2. AI programs can have implicit bias and even present incorrect information. Students should consider that AI is not always factually accurate or a credible source. Students need to think critically and be sure to fact-check with a primary source when appropriate.
3. In cases where AI is used, that fact should be documented and disclosed by the student in a manner consistent with the teacher's expectations. Students who have any doubt whether their intended use of AI for a particular assignment would violate this Board Policy or the teacher's expectations must consult with their teacher for guidance and clarification prior to completing the assignment.
4. Personal Identifiable Information (PII) of students or staff should never be entered into an AI application.
5. Students shall not use AI in any manner not authorized by their teacher and/or by the District.

(Continued)

6. The unauthorized use of AI by a student in any form, including, but not limited to, cheating on an assessment or plagiarism of an assignment, may be considered academic misconduct and a violation of the Code of Conduct. Refer to the Code of Conduct for additional detail.
7. Any misuse of AI tools and applications, such as for the purposes of hacking or altering data, is strictly prohibited.

District Personnel Use

The following principles shall apply to the use of AI by teachers and other staff:

1. Only those AI platforms which have been approved by the District may be used with students.
2. AI should not be a substitute for human judgment and creativity.
3. The teacher or staff member is responsible for reviewing the accuracy, appropriateness, and biases of items that are produced.
4. Personal Identifiable Information (PII) of students or staff should never be entered into an AI application.
5. The use of AI in their classroom shall incorporate information on the safe and responsible use of AI as an educational resource in their lessons and shall provide appropriate oversight of the use of AI by their students.
6. Teachers retain discretion to determine the extent to which AI use is appropriate in the completion of student work. Teachers must give students clear guidance about what uses of AI are and are not allowed in their classroom and/or on each assignment.
7. Any use of AI must comply with all District Policies and State and Federal Laws, including those regarding use of intellectual property and data privacy.

Training, Awareness, and Support

The District will provide training, awareness, and support to teachers in navigating the evolving use of AI in the classroom. This may include professional learning opportunities, workshops, and resources to enhance teachers' proficiency and confidence in using AI to enrich student learning. The goal is to equip teachers with the knowledge to critically assess AI technologies and guide students in understanding the complexities associated with these tools. Additionally, the District may extend training, awareness, and support regarding AI to other district personnel who may benefit from understanding and utilizing AI in their roles.

Disclaimer

This policy is a dynamic document, subject to periodic revision congruent with AI technology evolution and implications. Serving as foundational guidance, more granular procedures and detailed guidelines for specific AI applications will be developed as exigencies dictate.

Adoption Date

Memorandum of Agreement

By and Between

Scotia-Glenville Central School District
And
Scotia-Glenville Teachers' Association
Teaching Assistants' Unit

The Scotia-Glenville Central School District ("District") and the Scotia-Glenville Teachers' Association Teaching Assistants' Unit (SGTATA) hereby agree to the following:

WHEREAS, the District and the SGTATA are parties to a collective bargaining agreement (CBA) dated July 1, 2026 – June 30, 2030;

NOW, THEREFORE, it is agreed between the Scotia-Glenville Central School District and the Scotia-Glenville Teachers' Association Teaching Assistants' Unit that:

1. Joyce Semerad, a member of the Scotia-Glenville Teachers' Association Teaching Assistants' Unit, shall be paid the sum of twelve-thousand, seven hundred, thirty-four dollars and fifty cents (\$12,734.50), for the period of September 1, 2026 through June 30, 2027, in recognition of duties assumed as Coordinator of the GIVE program and its various activities.
2. All other terms and conditions of the CBA shall remain in full force and effect.

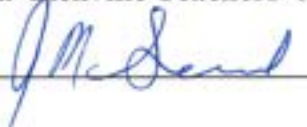
Scotia-Glenville Central School District

By: _____ Date: _____

Scotia-Glenville Teachers' Association

By: _____ Date: _____

Scotia-Glenville Teachers' Association Teaching Assistants' Unit

By:  Date: 8/13/26

MEMORANDUM OF AGREEMENT
By and Between
Scotia-Glenville Central School District
and
Scotia-Glenville Teachers' Association
Teaching Assistants' Unit

The Scotia-Glenville Central School District ("District") and the Scotia-Glenville Teachers' Association Teaching Assistants' Unit ("SGTATA") hereby agree to the following:

WHEREAS, the District and the SGTATA are parties to a collective bargaining agreement (CBA) dated July 1, 2026 through June 30, 2030;

NOW, THEREFORE, it is agreed between the Scotia-Glenville Central School District and the Scotia-Glenville Teachers' Association Teaching Assistants' Unit that:

1. Ms. Joyce Semerad, a member of the Scotia-Glenville Teachers' Association Teaching Assistants' Unit, shall be paid up to the sum of five-thousand one-hundred dollars (\$5,100.00), intended to cover the period September 1, 2026, through June 30, 2027, in recognition of duties performed as GIVE Program Coordinator and various activities occurring outside the typical school day. Ms. Semerad will complete a timesheet each two-week period to claim payment for any such hours. The rate of pay for each hour will be twenty dollars (\$20.00).
2. All other terms and conditions of the collective bargaining agreement shall remain in full force.

Scotia-Glenville Central School District

By: _____

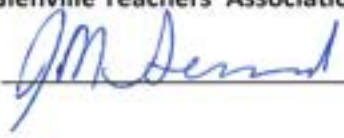
Date: _____

Scotia-Glenville Teachers' Association

By: _____

Date: _____

Scotia-Glenville Teachers' Association Teaching Assistants' Unit

By:  _____

Date: 8/13/26

Memorandum of Agreement

By and Between

Scotia-Glenville Central School District
And
Scotia-Glenville Teachers' Association

WHEREAS, the Scotia-Glenville Central School District ("District") and the Scotia-Glenville Teachers' Association ("SGTA") are parties to a collective bargaining agreement (CBA) dated July 1, 2026 – June 30, 2030; and

WHEREAS, among other terms and conditions of employment set forth in the parties' Agreement are terms and conditions pertaining to the contractual workday for SGTA members; and

WHEREAS, having discussed the matter the parties desire to enter into this agreement for the 2026-2027 school year.

NOW, THEREFORE, it is agreed between the Scotia-Glenville Central School District and the Scotia-Glenville Teachers' Association that:

1. The Mentor Coordinator shall receive a total stipend of \$3300 for the 2026-2027 school year. The Mentor Coordinator will continue to meet all expectations as outlined in article 5.1 of the District Mentoring Plan.
2. In addition, the Mentor Coordinator will organize and run at minimum six one-hour after school professional development meetings for new teachers. The Mentor Coordinator will also create an end of the year feedback tool to determine what topics are in highest demand from mentors and mentees. The Mentor Coordinator will collaborate with the ASCI to develop the after-school training topics.

Scotia-Glenville Central School District

By: _____ **Date:** _____

Scotia-Glenville Teachers' Association

By: _____ **Date:** _____

**RESOLUTION TO AUTHORIZE THE USE OF DPA'S NEGOTIATED BY THE RIC
ROC AND ITS ATTORNEYS**

WHEREAS, four (4) BOCES (Onondaga-Cortland-Madison BOCES, Albany-Schoharie Schenectady-Saratoga BOCES, Madison-Oneida BOCES and Broome-Tioga BOCES) have collaborated and entered into an Article 5 General Municipal Law intermunicipal arrangement for the purpose of improving vendor management and data security and privacy practices for school districts and/or BOCES statewide known as the RIC ONE Risk Operations Center (the "ROC");

WHEREAS, the Board of Education of the Scotia-Glenville Central School District, through its affiliation with a locally based Regional Information Center, participates with the ROC and desires, for the 2026-2027 fiscal year, to authorize the ROC and its attorneys to negotiate Data Privacy Agreements and related exhibits (DPAs) with vendors and third-party contractors that include the requirements of, and compliance with, New York State Education Law Section 2-d and Part 121 Regulations (collectively, "Ed Law 2d") related to student personally identifiable information (PII) and certain Teacher and Principal APPR data;"

WHEREAS, the ROC also partners with NYSED, the Access4Learning Student Data Privacy Consortium (SDPC) and The Education Cooperative (TEC), to negotiate and approve Ed Law 2-d compliant DPAs;

WHEREAS, the DPAs are presented to school districts and/or BOCES for final execution and do not require the expenditure of funds beyond those budgeted;

BE IT RESOLVED, the Board of Education authorizes the use of DPAs negotiated by the RIC ROC and its attorneys, consistent with its needs and the needs of its students; and

BE IT FURTHER RESOLVED, that the Scotia-Glenville Central School District reserves to itself the right to make determinations regarding the use of such DPAs and the software and/or technology resources to which they relate and to consult with its own legal counsel to review any specific issues or concerns before executing any DPA.

CERTIFICATION

It is hereby certified that the above motion was approved by the Scotia-Glenville Central School District Board of Education at its meeting, duly noticed, held on August 17, 2026.

Dated _____, 2026

Board Clerk

**RESOLUTION AUTHORIZING THE APPOINTMENT
OF IMPARTIAL HEARING OFFICERS**

RESOLVED, that the Board of Education of the Scotia-Glenville Central School District appoints and authorizes its President, Vice President and Superintendent to approve the appointment of an impartial hearing officer in accordance with law, regulations of the Commissioner of the New York State Education Department section 200.5(j)(3)(ii) and the Compensation Policy of the Board of Education in between scheduled meetings to comply with required regulatory timelines.

SCOTIA-GLENVILLE CENTRAL SCHOOLS
Scotia, New York

**RESOLUTION ACCEPTING
GIFTS AND DONATIONS
August 17, 2026**

WHEREAS, D.E. Flynn Excavation and Trucking has generously donated the hauling and delivery of two loads of sand for backfill material with a value of approximately \$1,200 to the construction of the Glendaal Student Council's Outdoor Learning Pavilion,

Now, Therefore, Be it

RESOLVED, that the Board of Education hereby accepts with gratitude the donation of these materials to the Glendaal Student Council's Outdoor Learning Pavilion.

From: **Jaquelyn Benoit** <jbenoit@sgcsd.net>

Date: Tue, Jun 2, 2026 at 8:11 AM

Subject: Notice of Resignation (effective August 1st)

To: Anthony Peconie <apeconie@sgcsd.net>, Jill Bush <jbush@sgcsd.net>, Andrea Polikoski <apolikoski@sgcsd.net>, Alexis Shaffer <ashaffer@sgcsd.net>

Hi,

Please let this email serve as notice that effective August 1st, I am resigning from my TA position. If you have any questions or concerns, please feel free to reach out.

Thanks!

Jacquelyn Benoit

Resignation

1 message

Andrea DeMento <ademento@sgcsd.net>

Mon, Aug 3, 2026 at 10:06 AM

To: Susan Swartz <SSwartz@sgcsd.net>, Cathleen Smith <csmith@sgcsd.net>

Dear Susan,

This letter is to inform you that I will not be returning for the 2026-2027 school year. My resignation is set to go into effect on 8/31/2026.

I have enjoyed working the students and families in the Scotia Glenville Community over the last several years; and I want to sincerely thank you for the opportunity to be able to do so.

Best,
Andrea DeMento

Andrea DeMento
Scotia Glenville Teaching Assistant
Mock Trial Advisor

8/6/26

To whom it may concern:

I am writing to formally resign from my position as teaching assistant at SGHS, effective 8/17/26.

I appreciate the opportunity to work at the district I once attended.

Best,

A handwritten signature in cursive script that reads "Andrew Biittig".

Andrew Biittig

Audit trail

Details

FILE NAME Untitled document - 8/6/26, 2:16 PM

STATUS  Signed

STATUS TIMESTAMP 2026/08/06
18:18:11 UTC

Activity



SENT

abiittig@sgcsd.net **sent** a signature request to:
• Andrew Biittig (abiittig@sgcsd.net)

2026/08/06
18:17 UTC



SIGNED

Signed by Andrew Biittig (abiittig@sgcsd.net)

2026/08/06
18:18:11 UTC



COMPLETED

This document has been signed by all signers and is **complete**

2026/08/06
18:18:11 UTC

The email address indicated above for each signer may be associated with a Google account, and may either be the primary email address or secondary email address associated with that account.

August 8, 2026

Dear Superintendent Swartz,

I am writing to formally resign from my position with the Scotia-Glenville School District as I have decided to move back to Western NY to be closer to my remaining family. My last day of employment with Scotia-Glenville will be September 7, 2026, per the 30-day notice in our contract.

This was a very difficult decision as I have loved working with my colleagues and students here at Scotia-Glenville these past 9 years. Due to the unexpected changes in my family and health these past two years, it has become clear that I need to be closer to my remaining family. With the closing of Glen-Worden, this seems like a natural transition time to relocate to be closer to them.

I am so grateful for my time spent in this district and I am forever changed by the amazing co-workers, families, and students I have been blessed to work with during my tenure here.

Please let me know if there is anything I can do to help with the transition before my departure. Thank you again for all your support through the years.

Sincerely,

Kelly Marsh

Resignation - Hillary Graff

Hillary Graff <hgraff@sgcsd.net>

Thu, Aug 13, 2026 at 9:40 AM

To: Susan Swartz <sswartz@sgcsd.net>, Rick Arket <RArket@sgcsd.net>, Peter Bednarek <pbednarek@sgcsd.net>, Robert Cosmer <RCosmer@sgcsd.net>, Ryan Fedele <rfedele@sgcsd.net>, Mark McCarthy <MMcCarthy@sgcsd.net>

Cc: Lance Keating <lkeating@sgcsd.net>

Dear Superintendent Swartz and Administrative Team:

Please accept this letter as formal notification of my resignation as an Agricultural Education/CTE Teacher at Scotia-Glenville CSD. My final day of employment will be August 31, 2026.

I have accepted a teaching position at another school for the upcoming term. Following my recent appointment at their board of education meeting, I wanted to communicate this decision to you as quickly as possible. I am deeply grateful for the mentorship, professional growth, and community support I have received during my time at Scotia-Glenville.

To ensure a smooth transition, I would be glad to oversee and finalize the agricultural education programming grant I acquired for our district, if you would like me to do so. Please let me know how I can best support the administration in finalizing these grant requirements over the next few weeks.

Thank you again for a wonderful two years. I wish the district, schools and our students continued success.

Sincerely,

Hillary Erin Graff

Agriculture, Technology & FACS (CTE)

Scotia-Glenville CSD

900 Preddice Parkway

Scotia, New York 12302

518-347-3600

hgraff@sgcsd.net

8/17/2026	BOE Approvals		
Summer Curriculum Proposal	Staff First Name	Staff Last Name	Number of Days
CTE Curriculum Work	Katherine	Anderson	2
Speech Schedules	Sarahanne	Timian	3 hours
Speech Schedules	Anne	Ashcraft	3 hours
Speech Schedules	Shawn	Logston	3 hours
Speech Schedules	Alyssa	Malone	3 hours
Speech Schedules	Karen	Van Sise	3 hours
ENL Curriculum Work	Candi	Bordell	2
ENL Curriculum Work	Grace	Harter	2

2026/2027 Staff Building Assignment Changes

Name	Current Position	Current Location	New Position	New Location
Rob Hileman	Music	GW	Music	SAC/LN/GD
Daniell Woodbeck	TA	GW	TA	LN
Brett Campbell	P.E.	GW	P.E.	SAC/GD/HS
Suzanne Wilson	Teacher	GD	Teacher	LN

Aides and Monitors 2026-2027

First Name	Last Name	Building	Position	Work Day	Hours/Day (excludes lunch)	Hours/ Week	Extra Hours per week	Total Hours	RATE 26/27
Lukas	Manz	HS	Aide	7:30-2:30	6.5	32.5	0.5	33	\$16.64
Kytrena	Vedder	HS	Aide	7:00-2:30	7	35		35	\$16.81
Marjorie	Zielaskowski	HS	Aide	7:30-2:30	6.5	32.5	0.5	33	\$20.56
Shereena	Clow	HS	Monitor	7:45-2:15	6	30		30	\$16.64
Floyd	LaMont	HS	Monitor	7:00-1:30	6	30		30	\$16.64
Athena	Ladd	HS	Monitor	8:00-4:00	7.5	37.5		37.5	\$17.57
Louis	Powell	HS	Monitor	7:15-2:45	7	35		35	\$17.57
Mike	Revette	HS	Monitor	7:15-2:45	7	35		35	\$17.57
Linda	Warner	HS	Monitor	7:15-2:45	7	35		35	\$20.07
Lisa	Delorenzo	MS	Aide	7:15-2:45	7	35		35	\$16.81
Wahiba	Elassali	MS	Aide	7:30-2:30	6.5	32.5	0.5	33	\$17.57
Lisa	Montesano	MS	Aide	7:30-2:30	6.5	32.5		32.5	\$17.57
Lori	Nielsen	MS	Aide	7:30-2:30	6.5	32.5		32.5	\$17.57
Victoria	Lather	MS	Aide	7:30-2:30	6.5	32.5		32.5	\$16.64
Janet	Smith	MS	Aide	7:00-2:30	7	35		35	\$19.84
Paul	Eversley	MS	Monitor	7:00-3:00	7.5	37.5		37.5	\$17.57
Maureen	Matthews	MS	Monitor	7:00-2:30	7	35		35	\$25.38
John	Steve	MS	Monitor	10:00-1:00	3	15		15	\$16.81
Lynn	Bruce	GD	Aide	8:30-3:30	6.5	32.5	0.5	33	\$17.77
Liz	Newport	GD	Aide	8:30-3:30	6.5	32.5	0.5	33	\$20.79
Latoya	Seenarine	GD	Aide	8:30-3:30	6.5	32.5		32.5	\$17.57
Christine	Buzzo	GD	Monitor	10:55-1:55	3.0 (M-W-F)	15		15	\$16.64
Kailey	Foley	GD	Monitor	10:55-1:55	3.0 (T- Th)	15		15	\$16.81
Craig	Jung	GD	Monitor	8:30 - 3:35	6.58	32.5		32.5	\$18.07
Erica	Larrabee	GD	Monitor	10:55-1:55	3	15		15	\$17.57
John	Steve	GD	Monitor	10:45 - 1:45	3	15		15	\$16.81
Aurora	Carignan	LN	Aide	8:00-3:30	7	35	0.5	35.5	\$17.77
Amanda	Comstock	LN	Aide	8:15-10:30, 1:15-3:15	4.25	21.25	lunch mon mid day	21.25	\$17.57
Mariangela	Coppola	LN	Aide	8:15-10:45, 1:15-3:30	4.75	23.75	lunch mon mid day		\$20.07
Kaitlyn (Katie)	DeLong	LN	Aide	8:15-3:30	6.75	33.75	0.5	34.25	\$17.57
Tanya	Gambill	LN	Aide	8:15-3:30	6.75	33.75	0.5	34.25	\$17.97
Karen	Smith	LN	Aide	8:00-3:30	7	35		35	\$20.08
Lori	Scott	LN	Aide	8:30-3:15	6.25	31.25	0.5	31.75	\$17.97
Caitlin	Tuper(Diamond)	LN	Aide	8:15-3:30	6.75	33.75		33.75	\$17.57
Alexis (Lexy)	VanValkenburg	LN	Aide	8:30-3:15	6.25	31.25		31.25	\$16.64
Amanda	Comstock	LN	Monitor	10:30-12:45	2.25	11.25	Split with Aide	11.25	\$17.57
Mariangela	Coppola	LN	Monitor	11:15-1:15	2	10	Split with Aide	10	\$20.07
Margaret	Cowell	LN	Monitor	8:25-3:15	6.33	31.65		31.65	\$17.57
Caroline	Macintosh	LN	Monitor	10:45-1:45	3	15		15	\$17.57
Stella (Seung)	Wang (Yang)	LN	Monitor	10:45-1:45	3	15		15	\$17.57
Geraldine	Yager	LN	Monitor	11:00- 2:15	3.25	16.25		16.25	\$25.82
Kimberly	Foy	SAC	Aide	8:30-2:20	5.83	29.15	0.5	29.65	\$16.64
Amy	Cremo	SAC	Aide	8:30-3:15	6.25	31.25	0.5	31.75	\$18.07
Andrea	Hunter	SAC	Aide	8:45-3:15	6	30	0.5	30.5	\$16.81
Jessica	LaMalfa	SAC	Aide	8:30-3:15	6.25	31.25	0.5	31.75	\$16.64
Kari	Miller	SAC	Aide	8:30-3:00	6	30	0.5	30.5	\$17.57
Autumn	Rose	SAC	Aide	8:30-3:15	6.25	31.25	0.5	31.75	\$17.57
Jessica	Serrano	SAC	Aide	TH 8:30- 11:30 M,W,F	6.25 or 3	22	0.5	22.5	\$16.81
Julianne	Smith	SAC	Aide	8:30-3:15	6.25	31.25	0.5	31.75	\$17.97
Nicole	Bebernitz	SAC	Monitor	8:20-3:20	6.5	32.5		32.5	\$17.77
Jessica	Boniewski	SAC	Monitor	11:25-2:05	2.67	13.35		13.35	\$17.57
Tracey	Fallis	SAC	Monitor	10:55-1:35	2.67	13.35		13.35	\$17.57
Noelle	Natalie	SAC	Monitor	10:25-1:35	3.17	15.85		15.85	\$17.57
Denise	Rudolph	SAC	Monitor	10:55-1:35	2.67	13.35		13.35	\$17.77
Nathaniel	Siciliano	SAC	Monitor	11:25-2:05	2.67	13.35		13.35	\$16.64
Laura	Young	SAC	Monitor	11:25-2:05	2.67	13.35		13.35	\$17.57

Scotia-Glenville High School

TO: Susan Swartz

FROM: Peter Bednarek 

DATE: August 2026

RE: Co-Curricular Advisors for 2026-2027

I recommend the appointment of the following people to the positions listed below for the 2026-27 school year:

High School Yearbook
High School Yearbook Financial
Senior Class Advisor
Junior Class Advisor
Sophomore Advisor
Freshman Class Advisor
National Honor Society
DECA
FBLA
Spanish Club & Spanish Travel Club
French Club & French Travel Club
German Club & German Travel Club
BASIC
Tartan Mart
Student Senate
Ski Club
Pride Club
Varsity Club
Fellowship of Christian Athletes
Choralaires
Spring Music Director
Tri-M
Jazz Band
Tartan Band
Drama Club Advisor
Fall Play Director/Producer
Spring Stage Director/Producer
Art Club
Young Entrepreneurs
SGHS Science Club
Mock Trial
Technology Club
Game Club

Damian Croucher
Nancy Cousins
Marissa Gordon
Jenna White, Julie Nejman
Christina Lipp
Jaclyn Long
Kerry Piaggione
Nataliya Hayvanovych
Katherine LaPorta
Katie Jahn
Margo Kelly
Glen Reynolds
Christine Carusone
Kayla Gatta
Joyce Semerad, Kerry Piaggione
John Connolly, Jenny Lippmann
Jess Balch, Pat Zeman
Marci Tebbano
Christine Carusone
Jessica Crisci
Jessica Crisci
John Prylo
John Prylo
John Prylo
Michael Camelo
Michael Camelo
Michael Camelo
Kristin Bodden
Joy Barcome
Jeff Grizzaffi
Maggie Healy/Andrea DeMento
Will Banks
Nathaniel Swiecicki

High School Supplemental Appointments

Activity/Club Name	Name	Stipend
Art Club	Kristin Bodden	\$975.58
BASIC	Christine Carusone	No Stipend
Choralaires	Jessica Crisci	\$1,482.81
DECA	Nataliya Hayvanovych	\$1,482.81
Drama Club Advisor	Michael Camelo	\$818.10
Fall Play Director/Producer	Michael Camelo	\$1,572.80
FBLA	Katherine Anderson	\$1,482.81
Fellowship of Christian Athletes	Christine Carusone	No Stipend
French Club & French Travel Club	Margo Kelly	\$975.58
Freshman Class Advisor	Jaclyn Long	\$530.74
Game Club	Nate Swiecicki	No Stipend
German Club & German Travel Club	Glen Reynolds	\$975.58
High School Yearbook	Damian Croucher	\$3,089.35
High School Yearbook Financial	Nancy Cousins	\$969.45
Junior Class Advisor	Julie Nejman	\$751.63
Junior Class Advisor	Jenna White	\$751.63
Mock Trial	Maggie Healy	No Stipend
National Honor Society	Kerry Piaggione	\$1,124.89
Pride Club	Jessica Balch	No Stipend
Pride Club	Pat Zeman	No Stipend
Senior Class Advisor	Marissa Gordon	\$2,223.20
SGHS Science Club	Jeff Grizzaffi	No Stipend
Ski Club	John Connelly	\$975.58
Ski Club	Jenny Lippmann	\$975.58
Sophomore Class Advisor	Christina Lipp	\$743.45
Spanish Club & Spanish Travel Club	Katie Jahn	\$975.58
Spring Music Director	Jessica Crisci	\$1,257.83
Spring Stage Director/Producer	Michael Camelo	\$2,065.70
Student Senate Joyce	Semerad	\$657.55
Student Senate	Kerry Piaggione	\$657.55
Tartan Band	John Prylo	\$1,482.81
Tartan Mart	Kayla Gatta	\$1,383.61
Technology Club	Will Banks	No Stipend
Tri-M	John Prylo	No Stipend
Varsity Club	Marci Tebbano	No Stipend
Young Entrepreneurs	Joy Barcome	\$206.04

Scotia-Glenville Middle School Club Advisors 2026-2027

Club	Advisors	Student Advisors	Stipend
8 th Grade Club:	Timothy Stockton	TBD	No Stipend
Art Club	Margaret Zarnofsky	TBD	\$975.58
Crochet Club	Diana Myers	TBD	No Stipend
Drama Club	Laurel Campbell	TBD	\$549.56
Drama Club	Andrea O'Malley	TBD	\$549.56
Dungeons and Dragons	Nate Swiecicki	TBD	\$206.04
GIVE	Marika Tierney	TBD	No Stipend
LEGO Club	Tim O'Connell	TBD	No Stipend
MSBC	Kevin McCann Julie Myers	TBD	\$714.07
MSBC	Julie Myers	TBD	\$714.07
NHJS	Amanda Kuhn Stephanie St. Pierre	TBD	\$301.16
NHJS	Stephanie St. Pierre	TBD	\$301.16
Pride Club	Kristy Rosa Nic Scheibner	TBD	No Stipend
Ski Club	Kevin McCann Julie Myers	TBD	\$333.89
Ski Club	Julie Myers	TBD	\$333.89
Student Council	Susan Klein	TBD	\$657.55
Student Council	Cheryl Reed	TBD	\$657.55
Yearbook	Kimberly Beck	TBD	\$1,686.31

Fine Arts Supplemental Appointments

Activity/Club	Name	Name	Stipend
Elementary Band	Rachel	Ciotoli	17.77/hour
Elementary Strings	Rachel	Ciotoli	17.77/hour
Elementary Strings	Cheryl	Ferraro	17.77/hour
Elementary Strings	Amy	Norris	17.77/hour
Middle School Chorus	Jessica	Crisci	17.77/hour
Middle School Jazz Band	Chad	Ploss	17.77/hour
High School Jazz Band	John	Prylo	17.77/hour
Spring Orchestra Director	John	Prylo	17.77/hour
Fall Play and Spring Musical Assistant Producer	Adrienne	Sherman	17.77/hour
Fall Play and Spring Musical Set Builder	Steve	Skinner	(no stipend)
Fall Play and Spring Musical Choreographer	Carolyn	Franz	(no stipend)
Fall Play and Spring Musical Assistant Director	Elizabeth	Sherwood-Mack	(no stipend)

Regular Meeting Minutes

A Meeting of the Board of Education of the Scotia-Glenville Central School was held in the library of Glendaal, in said district on July 27, 2026.

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

Present: Boucher Furnish, McCord, Roberts, H.Talbot, K. Talbot, Torelli, Walters, Student Board Member O'Rourke, Assistant Superintendent for Curriculum and Instruction Arket, District Clerk, Cathleen Smith.

Absent: Superintendent Swartz

Pledge of Allegiance

Following the Pledge of Allegiance there was a moment of silence for a student that lost their battle with cancer that morning.

Hearing/Privilege of the Floor for the Board of Education Meeting

Danielle Murray Huba welcomed new and returning board members. She asked for clarification of the fence. President H.Talbot let her know Assistant Superintendent Arket had an update.

Superintendent's Comments:

With Superintendent Swartz absent, Assistant Superintendent for Curriculum and Instruction Arket gave a statement about the status of the fence.

Discussion:

2026/2027 Board Goals The board discussed their thoughts on board goals for the upcoming school year. The board will continue the conversation at the August meeting.

Glen-Worden Building the board discussed the possibility of moving forward with the plan to having UPK at Glen-Worden but wanted to hear more about the plan to implement that before deciding. They were all in favor of not selling the building and utilizing it for UPK or other early education avenues.

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 Boucher Furnish, SECONDED by Torelli, 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 A to these minutes.)

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

Approval of Final AS-7 Contract for 2025-2026 BOCES Services and the Preliminary AS-7 Contract for 2026-2027

MOVED by Roberts, SECONDED by K. Talbot, that the Board of Education approve the final AS-7 Contract for 2025-2026 BOCES Services and the Preliminary AS-7 Contract for 2026-2027 BOCES Services, as submitted. (This agreement is contained as Appendix B to these minutes.)

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

Adopt 2026-2027 School Breakfast and Lunch Meal Price List

MOVED by Torelli, SECONDED by Walters, that the Board of Education approve the 2026-2027 Food Service Price List, effective September 1, 2026, as submitted. (This agreement is contained as Appendix C to these minutes.)

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

Resolution: Authorize Scotia-Glenville Central School District's Participation in Cooperative Bidding for Health-Safety-Risk Management Goods and Services for the 2026-2027 School Year

MOVED by Roberts, SECONDED by K. Talbot That the Board of Education approve the Resolution regarding Capital Region BOCES and WSWHE BOCES in cooperatively bidding for goods and services related to Health-Safety-Risk Management for the 2026-2027 school year, as submitted. (This agreement is contained as Appendix D to these minutes.)

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

Approve Addendum to the Agreement Between Scotia-Glenville Central School District and the Village of Scotia for District Resource Officer

MOVED by K. Talbot, SECONDED by Roberts That the Board of Education approve the Agreement between Scotia-Glenville Central School District and the Village of Scotia for District Resource Officer, effective September 1, 2026, through June 30, 2027, on all days' school is in session for the students, as submitted. (This agreement is contained as Appendix E to these minutes.)

The board would like to look into Grants for the SRO program in September.

ROLL CALL

AYES: 6

(McCord, H. Talbot, K. Talbot, Roberts, Torelli, Walters)

NOES: 0

ABSTAIN: 1 (Boucher Furnish)

MOTION CARRIED

Approve the Agreement By and Between the Town of Glenville and Scotia-Glenville Central School District for School District Resource Officer

MOVED by Roberts, SECONDED by K. Talbot That the Board of Education approve the renewal agreement for the School District Resource Officer for the period of September 1, 2026 through June 30, 2027, on all days that school is in session for the students with the option to renew another additional one-year period, as submitted. (This agreement is contained as Appendix F to these minutes.)

The board would like to look into Grants for the SRO program in September.

ROLL CALL

AYES: 6

(McCord, H. Talbot, K. Talbot, Roberts, Torelli, Walters)

NOES: 0

ABSTAIN: 1 (Boucher Furnish)

MOTION CARRIED

Approve Revised Board of Education Policy for a First Reading: #3140 – Staff Device User Policy and Agreement/District-Issued Devices

MOVED by Roberts, SECONDED by K. Talbot That the Board of Education approve the first reading of the revised Board of Education Policy # 3140–Staff Device User Policy and Agreement/District Issued Devices, as submitted. (This agreement is contained as Appendix G to these minutes.)

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

Approve New Board of Education Policy for a First Reading: #5153 – Artificial Intelligence (AI)

MOVED by Roberts, SECONDED by K. Talbot That the Board of Education approve the first reading of the new Board of Education Policy #5153 – Artificial Intelligence, as submitted. (This agreement is contained as Appendix H to these minutes.)

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

Adopt District Code of Conduct: Elementary, Middle School, and Senior High School Handbooks for 2026-2027

MOVED by Boucher Furnish, SECONDED by Roberts That the Board of Education approve and adopt the changes to the District Code of Conduct, Elementary, Middle School, and Senior High School Handbooks for 2026-2027 with the additions and corrections stated in the public hearing, as submitted. (This agreement is contained as Appendix I to these minutes.)

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

Adopt Parent Athletic Agreement, Policies and Procedures/Athletic Code of Conduct for 2026-2027

MOVED by Torelli, SECONDED by Roberts That the Board of Education approve and adopt the new Parent Athletic Agreement, Policies and Procedures, and Athletic Code of Conduct for 2026-2027 with the additions and corrections stated in the public hearing, as submitted. (This agreement is contained as Appendix J to these minutes.)

The Athletic Director will report to the Board after speaking to the Athletic Council.

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Roberts, SECONDED by Walters to approve the following mergers:

Approve the Continuation of the Existing Ice Hockey Program Merger

That the Board of Education approve the agreement for the continuation of the interscholastic Ice Hockey team for the 2026-2027 school year between Scotia-Glenville, Mohonasen, Guilderland, Schalmont and Voorheesville School Districts for the mutual benefit of all five districts, as submitted. (This agreement is contained as Appendix K to these minutes.)

Approve the Continuation of the Existing Girls' Wrestling Merger

That the Board of Education approve the agreement for the continuation of the interscholastic Girls' Wrestling program for the 2026-2027 school year between Scotia-Glenville CSD, Burnt Hills-Ballston Lake CSD and Ballston Spa CSD, as submitted. (This agreement is contained as Appendix L to these minutes.)

Approve the Continuation of the Existing Boys' and Girls' Varsity Swim Program Merger

That the Board of Education approve the agreement for the continuation of the interscholastic Boys' and Girls' Swim program for the 2026-2027 school year between the Scotia-Glenville Central School District and Burnt Hill-Ballston Lake Central School District, as submitted. (This agreement is contained as Appendix M to these minutes.)

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by K. Talbot, SECONDED by Roberts to approve the following mergers:

Approve Memorandum of Agreement By and Between Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association

That the Board of Education approve the Memorandum of Agreement by and between Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association regarding a stipend for 2026-2027 school year in the amount of \$3,300.00 for Elizabeth Foley, Special Education Teacher, in recognition of duties assumed as a Therapeutic Crisis Intervention for Schools (TCIS) trainer, as submitted. (This agreement is contained as Appendix N to these minutes.)

Approve Memorandum of Agreement By and Between Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association

That the Board of Education approve the Memorandum of Agreement by and between Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association regarding a stipend for 2026-2027 school year in the amount of \$3,300.00 for Lindsay Seager, School Psychologist, in recognition of duties assumed as a Therapeutic Crisis Intervention for Schools (TCIS) trainer, as submitted. (This agreement is contained as Appendix O to these minutes.)

Approve Memorandum of Agreement By and Between Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association

That the Board of Education approve the Memorandum of Agreement by and between Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association regarding a stipend for 2026-2027 school year in the amount of \$3,300.00 for Rebecca Penn, Special Education Teacher, in recognition of duties assumed as a Therapeutic Crisis Intervention for Schools (TCIS) trainer, as submitted. (This agreement is contained as Appendix P to these minutes.)

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Roberts, SECONDED by K. Talbot to approve the following Award amendments and Donations:

Resolution: Approve the Amendment of the Nicolas J. Criscone Memorial Scholarship

That the Board of Education approve the Resolution, dated July 27, 2026, regarding the amendment to the Glen-Worden Elementary School PTA scholarship, The Nicolas J. Criscone Memorial Scholarship, as submitted. (This agreement is contained as Appendix Q to these minutes.)

Resolution: Accept and Appropriate Gift and Donation from the Glen-Worden Elementary School PTA to The Nicolas J. Criscone Memorial Scholarship

That the Board of Education approve the Resolution, dated July 27, 2026, regarding accepting and appropriating the gift and donation of \$17,410.45 from the Glen-Worden Elementary School PTA to The Nicolas J. Criscone Memorial Scholarship, as submitted. (This agreement is contained as Appendix R to these minutes.)

Resolution: Accept and Appropriate Gift and Donation from Dimension Fabricators to the Glendaal Student Council

That the Board of Education approve the Resolution, dated July 27, 2026, regarding accepting and appropriating the gift and donation from Dimension Fabricators of 322 pounds of rebar valued at approximately \$270.00 to the Glendaal Student Council to use for the construction of their Outdoor Learning Pavilion, as submitted. (This agreement is contained as Appendix S to these minutes.)

Resolution: Accept and Appropriate Gift and Donation from Callanan Industries to the Glendaal Student Council

That the Board of Education approve the Resolution, dated July 27, 2026, regarding accepting and appropriating the gift and donation from Callanan Industries of twenty cubic yards of concrete valued at approximately \$3200.00 to the Glendaal Student Council to use for the construction of their Outdoor Learning Pavilion, as submitted. (This agreement is contained as Appendix T to these minutes.)

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

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

Communications

- a. Accept the letter of resignation of Praxedes Williams, Teaching Assistant (Glendaal), effective c.o.b. July 14, 2026, with appreciation for her service to the district, as submitted. (This list is contained as Appendix U to these minutes.)
- b. Accept the letter of resignation of Steffani Wolek, Speech Language Pathologist (Lincoln), effective c.o.b. August 31, 2025, with appreciation for her service to the district, as submitted. (This list is contained as Appendix V to these minutes.)
- c. Approve the termination of Sean Bergeron, (Districtwide) from employment as Courier (Buildings & Grounds), effective c.o.b. July 14, 2026.

Report of Superintendent**a. Staffing**

- 1) Grant the Superintendent the authority to hire staff between August 17, 2026, through September 14, 2026, with such hiring to be within the approved district-wide staffing, with Board ratification to be taken at its regular meeting on September 14, 2026.

- 2) Amend the probationary appointment of Danielle Schneible as the Director of Pupil Personnel Services (Districtwide), to start effective August 17, 2026, through August 16, 2029, with the 2026/2027 salary to be \$115,000 prorated.
- 3) Approve three (3) additional days for Andrew Giaquinto to serve as Interim Business Administrator (Districtwide), effective September 1, 2026, through December 31, 2026, at his per diem rate.
- 4) Approve the following appointment of Margaret Healy as Health Coordinator for the 2026-2027 school year, with a yearly stipend of \$3300 effective July 1, 2026, through June 30, 2027.
- 5) Approve the change in location assignment of Brett Campbell, P.E. Teacher (Glen-Worden) to P.E. Teacher (Glendaal/Sacandaga) effective September 1, 2026, with no change in salary.
- 6) Approve the list of employees (PPS) for summer days at 1/200th of their 2025-2026 annual salary for each full day of service this summer, as submitted. (This agreement is contained as Appendix W to these minutes.)
- 7) Approve the 2026 Extended School Year Program Additions to the Staff Roster and Salary List, as submitted. (This agreement is contained as Appendix X to these minutes.)
- 8) Approve the additional list of employees for summer curriculum work at the rate of \$210.00/day for teachers and \$143.00/day for teaching assistants for each full day of service this summer, as submitted (This agreement is contained as Appendix Y to these minutes.)
- 9) Appoint LeeAnne Siguenza as CSE Parent Member effective July 1, 2026, through June 30, 2027.
- 10) Approve the appointment of the following individuals for 2026 Seasonal Supplemental Help (Buildings and Grounds), in accordance with Civil Service Rules and Regulations, with the 2026-2027 salary rate to be in accordance with the current Local 766 contract, for the period of July 17, 2026, through August 30, 2027:

Ryan Bouten

Noah Balbian
- 11) Approve the change in appointment of Kyleigh Mason from Building Aide (High School), to Bus Aide (Transportation) effective 7/22/2026, in accordance with Civil Service Rules and Regulations, with the 2026-2027 salary rate to be in accordance with the current Local 766 contract, for the period of July 22, 2026, through June 30, 2027.

- 12)** Approve Glen Sim as a Sub Driver/Sub Bus Aide, for summer transportation, effective July, 15, 2026 through August 21, 2026.
- 13)** Approve the list of substitutes for the 2026-2027 school year, as submitted. (This agreement is contained as Appendix Z to these minutes.)

Routine Business

Placement of Children with Disabilities

Accept the Placements of Children with Disabilities as recommended by the Committee on Special Education in their reports dated July 27, 2026.

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

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

Payroll Warrants

#80	6/5/2026	\$987,278.08
#83	6/18/2026	\$3,756,384.07
#84	6/26/2026	\$330,754.51

Check Warrants

A-78	6/5/2026	\$192,007.41
H-23	6/5/2026	\$6,006.21
A-79	6/8/2026	\$1,300,152.10
A-82	6/18/2026	\$953,405.48
A-85	6/30/2026	\$1,066,443.92
H-24	6/30/2026	\$52,532.95

President Talbot noted receipt of the Warrants. (These reports are contained Appendix AA to these minutes.)

as

MOVED by K. Talbot, SECONDED by Roberts to approve the following 2025-2026 Minutes:

(This agreement is contained as Appendix BB-GG to these minutes.)

b. Minutes: **Dec. 22, 2025 Regular Meeting**
 Jan. 12, 2026 Regular Meeting
 Feb. 9, 2026 Regular Meeting
 Feb. 23, 2026 Regular Meeting
 Mar. 2, 2026 Regular Meeting
 Mar. 16, 2026 Regular Meeting

ROLL CALL

AYES: 5 (Boucher Furnish, H. Talbot, K. Talbot, Roberts, Torelli)

NOES: 0

ABSTAIN: 2 (McCord, Walters)

MOTION CARRIED

MOVED by Roberts, SECONDED by K. Talbot to approve the following minutes:

(This agreement is contained as Appendix HH-II to these minutes.)

July 13, 2026 Annual Organizational Meeting
July 13, 2026 Regular Meeting

ROLL CALL

AYES: 6 (McCord, H. Talbot, K. Talbot, Roberts, Torelli, Walters)

NOES: 0

ABSTAIN: 1 (Boucher Furnish)

MOTION CARRIED

b. Treasurer's Report: June 2026

President Talbot noted receipt of the Treasurer's Report. (These reports are contained as Appendix JJ to these minutes.)

Other Business

Torelli announced who to contact at the DOT about the decision regarding the speed zone at Glendaal per request last meeting.

Boucher Furnish announced the start of the Tartan of the Month and requested a message go out on Facebook/Instagram for nominees.

Roberts spoke about the BOE newsletter and moving forward with the next edition.

Torelli asked if the Emergency meeting can be virtual for the bid proposal approval.

Hearing/Privilege of the Floor for the Board of Education Meeting

Daniell Murray Huba spoke because she could not hear the process of the fence in the audience and asked for clarification.

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

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

The meeting adjourned at 8:21 p.m.



Cathleen Smith, District Clerk

Special Meeting Minutes

A Special Meeting of the Board of Education of the Scotia-Glenville Central School was held at the District Office and Virtually, in said district on August 10, 2026.

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

Present: Roberts, H. Talbot, K. Talbot, Torelli, Walters, Superintendent Swartz and District Clerk Smith.

Absent: Boucher Furnish, Lape, McCord

Resolution – Scotia-Glenville Central School District – 2026/27 Capital Outlay Project – Contract Award

WHEREAS the Scotia-Glenville Central School District received, accepted and opened bids for SED Project No. 53-02-02-06-0-001-024 on August 6, 2026, and WHEREAS, the low responsible bidders on the contracts were:

Contract	Contractor	Amount
Contract No. 100 Site Construction	AFSCO Fence Supply Company, LLC 185 Troy-Schenectady Road Watervliet, NY 12189	Base Proposal \$75,500.00
Contract No. 101 General Construction	No Bids Received	
Total Award Contracts Awarded		\$75,500.00

MOVED by K. Roberts, SECONDED by K. Talbot, that the Board of Education that the Board of Education of the Scotia-Glenville Central School District hereby awards the above contract and authorizes the Board President to execute the contract between the District and AFSCO Fence Supply Company, LLC, in a form acceptable to the School District's counsel, on the recommendation of the Superintendent, Owner's Representative and Architect. Be it further resolved that the school district administration, owner's representative, architect and legal counsel are directed to draft and execute the necessary documents, in a form acceptable to the School District's counsel, to commence construction on the Project.

ROLL CALL

AYES: 5

NOES: 0

MOTION CARRIED

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

ROLL CALL

AYES: 5

NOES: 0

ABSTAIN: 0

MOTION CARRIED

The meeting adjourned at 7:03 p.m.



Cathleen Smith, District Clerk