

SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT

Scotia, New York

October 3, 2025

To: Board of Education

A Regular Meeting of the Board of Education of the Scotia-Glenville School District will be held in the Cafeteria of the Middle School at 7:00 p.m. on Monday, October 6, 2025. If necessary, the Board will entertain a motion to go into Executive Session prior to the open meeting at 6:15 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 horizontal line extending to the right.

Cathleen Smith

Clerk, Board of Education

**Scotia-Glenville Central School District
District Office**



Monday, October 6, 2025

6:15 PM Entertain a Motion to go into Executive Session if Necessary

7:00 PM – Regular Meeting

**Middle School
Cafeteria**

Scotia-Glenville Mission Statement

The Scotia-Glenville Central School District is committed to providing an environment which allows students to realize their full potential and thus prepares them for life in an ever-changing world. In the tradition of excellence, Board of Education, administration, staff, parents, business and community members will continue to ensure that our educational system fulfills the needs of our students.

AGENDA

1. **Roll Call:** Boucher Furnish, Carbone, Lape, Roberts, Singh, H. Talbot, K. Talbot, Torelli
2. **Pledge of Allegiance**
3. ***Employee of the Month:*** Presentation of September's Award(s): Wayne Myslinski, Zach Cary & Chris Hornyak
4. ***Tenure Reception:*** Opening Remarks by Hal Talbot, President – Board of Education – **Guests of Honor: Newly Tenured Staff Members:** Taylor Audi, Pamela Bemis, Kristin Bodden, Megan Carroll, Ricardo Constantino, Nancy Cousins, Sarah DeLorenzo, Kathryn Dimichino, Tricia Haldane, Debra Lewis, Shawn Logston, Alyssa Malone, E. Amanda Martin, Hannah Metz, Jillian Pigliavento, Aimee Puglisi, Kristy Rosa, Patricia Rowan.
5. **Hearing/Privilege of the Floor for the Board of Education Meeting**

In accordance with Policy #1230, privilege of the floor will be extended at this time to any person in attendance. The time allowed, protocol and procedures are outlined in the "Welcome to a Meeting of the Board of Education" brochure.
6. **Superintendent's Comments (Susan M. Swartz, Superintendent of Schools)**
7. **Reports/Update: Legislative Liaison ♦ PTA Council ♦ Audit Committee ♦ Board of Education Policy Committee ♦ Board of Education Goals ♦ Budget**

8. Accept the 2023-24 School Year Financial Transparency Report (formerly known as Every Student Succeeds Act)

Superintendent's Recommendation: That the Board of Education accept the 2023-24 School Year Financial Transparency report, as per Education Law Section 3614, as submitted.

9. Resolution: Capital Area Health Insurance Consortium Trust Agreement

Superintendent's Recommendation: That the Board of Education adopt the revised Trust Agreement by the Board of Trustees of the Capital Area Schools Health Insurance Consortium, as submitted.

10. Resolution: Approve the Resolution Determining the Proposed Action is a Type II Action for purposes of the New York State Environment Quality Review Act (SEQRA) for Building and Site improvements for Said School District.

Superintendent's Recommendation: That the Board of Education approve the Resolution determining the proposed action is a Type II action for purposes of the New York State Environmental Quality Review Act (SEQRA) for building and improvements for the Scotia-Glenville Central School District – specifically for the Glendaal Pavilion Project, as submitted.

11. Approved Shared Services Agreement for Bus Maintenance

Superintendent's Recommendation: That the Board of Education approve the 2026-2027 Shared Services Agreement for Bus Maintenance with Burnt Hills-Ballston Lake Central School District, as submitted.

12. Approve the Agreement

Superintendent's Recommendation: That the Board of Education approve the Agreement dated September 24, 2025

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

Superintendent's Recommendation: That the Board of Education approve the Memorandum of Agreement By and Between the Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association regarding the authorization of a \$2,500 stipend be paid to Jacqueline Cubano in recognition of her duties assumed for providing Medicaid supervision for the period of September 1, 2025 through June 30, 2026, as submitted.

14. Approve the updated list of the cell phone allowance by job title in accordance with Board of Education Policy #8331

Superintendent's Recommendation: That the Board of Education approve the updated list to the cell phone allowance by job title in accordance with Board of Education Policy #8331, as submitted.

15. Approve the updated list of purchasing cards for Home Depot and Lowes and authorize issuance to employees

Superintendent's Recommendation: That the Board of Education approve the updated list of purchasing cards for Home Depot and Lowes and to authorize issuance to updated employees.

16. Adopt Updated Board of Education Policies #1230, #1500, #2120.2, #2160-R, #2220, #2281, #2310, #2341, #2360, #6252, #8331 – Corrections for clerical errors and/or current practices.

Superintendent's Recommendation: That the Board of Education adopt the revised Board of Education Policies to fix clerical errors as well as update policies to match current procedures, as submitted.

17. Approve Revised Board of Education Policy for a First Reading #2110 – School Board Powers and Duties

Superintendent's Recommendation: That the Board of Education approve the first reading of the revised Board of Education Policy #2110 – School Board Powers and Duties, as submitted.

18. Approve Revised Board of Education Policy for a First Reading #2240 – Board of Education – Superintendent Relationship

Superintendent's Recommendation: That the Board of Education approve the first reading of the revised Board of Education Policy #2240 – Board of Education – Superintendent Relationship, as submitted.

19. Approve Revised Board of Education Policy for a First Reading #5020 – Equal Educational Opportunities

Superintendent's Recommendation: That the Board of Education approve the first reading of the revised Board of Education Policy #5020 – Equal Educational Opportunities, as submitted.

20 Resolution: Accept and Establish the Dominic Pliskowski – Sight Society of Northeastern New York Memorial Scholarship

Superintendent's Recommendation: That the Board of Education approve the Resolution, dated October 6, 2025, to establish the Dominic Pliskowski – Sight Society of Northeastern New York Memorial scholarship, as submitted.

21. Resolution: Accept Gift and Donation to the Athletic Department

Superintendent's Recommendation: That the Board of Education approve the Resolution, dated October 6, 2025, regarding accepting and appropriating the gift and donation of \$2542.22 from Scotia-Glenville Booster Club to the Athletic Department in order to purchase new boys Varsity Soccer uniforms, as submitted.

22. Communications

- a. Superintendent's Recommendation: That the Board of Education accept the letter of resignation of Lisa Smith, Teaching Assistant (High School), effective c.o.b. September 26, 2025, with appreciation for her service to the district, as submitted.

23. Report of Superintendent

a. Tenure Recommendation Update

- 1) Superintendent's Recommendation: That Taylor Audi, with initial certification in Childhood Education (Grades K-6), be granted tenure as an Elementary Education Teacher, effective September 1, 2025.

b. Staffing

- 1) Superintendent's Recommendation: That the Board of Education appoint Jamian Rockhill as Dean of Students (High School) and Director of Physical Education (Districtwide), effective September 24, 2025.
- 2) Superintendent's Recommendation: That the Board of Education appoint Marcella Tebbano as Interim Athletic Director (District-wide), effective July 1, 2025, through June 30, 2026.
- 3) Superintendent's Recommendation: That the Board of Education approve the 1.0 FTE probationary appointment of Kennedy Nordby, School Psychologist (Middle School), effective November 15, 2025, through November 14, 2029, with 2025-2026 salary to be at the rate of \$56,384 (Step 7+M) prorated. Ms. Nordby has School Psychology Certification.
- 4) Superintendent's Recommendation: That the Board of Education approve the 1.0 FTE probationary appointment of Andrew Biittig, Teaching Assistant Special Education (High School), effective September 30, 2025, through September 29, 2029, with 2025-2026 salary to be at the rate \$20.03/hour (Step 3) prorated. Mr. Biittig has Social Studies 7-12 initial certification.
- 5) Superintendent's Recommendation: That the Board of Education approve the 1.0 FTE probationary appointment of Meredith Reece, Teaching Assistant General Education (Glen-Worden), effective September 10, 2025, through September 9, 2029, with 2025-2026 salary to be at the rate \$19.27/hour (Step 1) prorated. Ms. Reece has Teaching Assistant Level 1.
- 6) Superintendent's Recommendation: That the Board of Education approve the appointment of Victoria Lather as Teacher Aide (Middle School), in accordance with Civil Service Rules and Regulations, effective October 2, 2025, through June 27, 2026, with the 2025-2026 salary to be at the rate of \$15.50/hour, 6.5 hours/day, 15 hours/week.

- 7) Superintendent's Recommendation: That the Board of Education approve the probationary appointment of Ethan Dorries as Custodian (Glendaal elementary), in accordance with Civil Service Rules and Regulations, effective October 1, 2025, with 2025-2026 salary to be at the rate of \$26.57 /hour, 8 hours/day, 12 months.
- 8). Superintendent's Recommendation: That the Board of Education approve Rachel Frederick for intramural supplemental appointments for the 2025-2026 school year with a stipend of \$23.02/hour for running the 6th grade Wellness Intramurals.
- 9) Superintendent's Recommendation: That the Board of Education approve Katelyn Aker as Unified Bowling Advisor for the 2025-2026 school year, with the yearly stipend to be \$1,293.
- 10) Superintendent's Recommendation: That the Board of Education approve Ron Ashcraft as Unified Basketball and Cheer Advisor for the 2025-2026 school year, with the yearly stipend to be \$1,293
- 11) Superintendent's Recommendation: That the Board of Education approve the following individuals for 2025-2026 Winter sports coaching appointments:

Winter Cheer

Varsity Volunteer Coach	Kristen Roddy	Step 0	-\$0-
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Girls' Basketball

Modified Head Coach	Don VanVlack	Step 2	\$2,933
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Wrestling

Modified Coach	Colden Wells	Step 1	\$2,482
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- 12) Superintendent's Recommendation: That the Board of Education approve the change in hours for the following Transportation Department employees, with no change in hourly rate:

Melissa DeHart from 8.00 hours/day to 6.00 hours/day, effective 10/06/2025

Tadeusz Boniewski from 5.00 hours/day to 6.25 hours/day, effective 10/13/25

- 13) Superintendent's Recommendation: That the Board of Education approve the attached list of additional substitutes for the 2025-2026 school year, as submitted.

24. Routine Business

a. Placements of Children with Disabilities

b. Treasurer Report – August 2025

c. Minutes: August 11, 2025, Sept. 8, 2025

25. Other Business

Audit Committee Minutes – 9/22/2025

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

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The Board may adjourn to Executive Session in order to discuss matters relating to personnel and/or negotiations.

SCOTIA-GLENVILLE CSD
MEMORANDUM

To: Susan Swartz, Superintendent
From: Drew Giaquinto, Business Administrator
Subject: ESSA Analysis 23/24 vs 22/23
Date: September 29, 2025

In December 2024, the School Level Finance Survey (SLFS), formerly Every Student Succeeds Act Financial Transparency (ESSA) Report, was submitted for the fiscal year ending June 30, 2024. The SLFS was approved in August 2025 and subsequently published as the 2023-2024 School Year Financial Transparency Report on the NYSED Data Site.

The Financial Transparency Report initially displays per-pupil expenditures as a district average. This is followed by per-pupil expenditures per building, along with district averages that may be higher or lower than an individual school. Expenditures included are those from the general, federal, and school lunch funds. Debt service, tuition, and summer school special education costs are excluded from the calculation.

Per-student spending at each school has risen due to reporting modifications encompassing food service and transportation. Lincoln maintains the highest per-student spending at \$28,348, a 17.89% increase compared to 2022/23. Glendaal has the lowest per-student spending at \$25,566, a 12.66% increase from 2022/23. Enrollment dropped by 61 students, or 2.76%, compared to the previous year. Lincoln saw the largest decrease, with 26 students, while Glendaal experienced the largest increase, with 14 students. District headcount decreased by 9.86. The number of teachers increased by 1.40 FTE, Teaching Assistants decreased by 3.48 FTE, and non-instructional staff decreased by 7.78 FTE.

Attached are a series of charts which display in detail the key categorical changes summarized above. The 2023-2024 School Year Financial Transparency Report also attached, will be posted on the district's website upon Board approval.

Please let me know if you have questions or require additional information. Thank you for your attention to this matter.

Attachments

Expenditures by building is as follows:

Spending per student per building:

	23/24		22/23		23/24 vs 22/23		23/24 vs 22/23
	Rank	23/24	Rank	22/23	Incr (Decr)		Incr (Decr)
LINC	1	28,348	1	24,046	\$ 4,302		17.89%
GW	2	27,439	3	23,793	\$ 3,646		15.32%
HS	3	26,628	2	23,906	\$ 2,722		11.39%
SAC	4	26,086	6	22,438	\$ 3,648		16.26%
MS	5	26,035	4	23,259	\$ 2,776		11.94%
GD	6	25,566	5	22,693	\$ 2,873		12.66%

Enrollment:

	23/24	22/23	Incr (Decr)	Incr (Decr)
HS	712	736	(24)	-3.26%
MS	493	506	(13)	-2.57%
SAC	313	320	(7)	-2.19%
LINC	212	238	(26)	-10.92%
GD	210	196	14	7.14%
GW	206	211	(5)	-2.37%
Totals	2146	2,207	(61)	-2.76%

Headcount Teachers:

	23/24	Incr (Decr)
HS	66.37	-2.93%
MS	54.89	-0.72%
SAC	26.19	2.50%
LINC	35.00	2.34%
GD	23.80	7.69%
GW	26.90	2.52%
Totals	233.15	0.60%

Headcount Teaching Assistants:

	23/24	Incr (Decr)
HS	22.92	4.56%
MS	9.33	-33.36%
SAC	7.82	0.13%
LINC	5.00	-16.67%
GD	3.89	34.60%
GW	8.86	2.07%
Totals	57.82	-5.68%

Headcount Administration:

	23/24	Incr (Decr)
HS	7.51	9.47%
MS	4.33	-5.10%
SAC	2.44	-5.58%
LINC	1.97	-4.70%
GD	1.83	-4.33%
GW	1.93	-4.59%
Totals	20.00	0.00%

All Staff:

	23/24	Incr (Decr)
All Buildings	465.51	-2.07%

SCOTIA-GLENVILLE CSD

2023-24 School Year Financial Transparency Report

The tables below display per pupil expenditures for charter schools, traditional public schools, as well as district averages that may be higher or lower than an individual school.

All amounts shown on this report (except exclusions) are per pupil of the entire school or district, unless otherwise noted.

| Business Rules

Comparison: How do per pupil expenditures compare?

P-12 ENROLLMENT	THIS SCHOOL	DISTRICT OR DISTRICT OF LOCATION
▼	▼	▼
2,146	N/A	\$26,556.52

How Much is Being Spent on Instruction and Administration?

For school districts, entries 1 through 13 represent the average per pupil expenditures for all schools in the district. For schools (including charter schools), entries 1 through 13 represent the per pupil expenditures attributable to the school.

Total spending (entry 13) represents all non-excluded per pupil expenditures.

Current Operation Expenditures	SCOTIA-GLENVILLE CSD
▼ 1. Instruction	
1.1 Salaries	\$8,999.93
1.2 Employee Benefits	\$3,536.76

Current Operation Expenditures	SCOTIA-GLENVILLE CSD
1.3 All Other	\$2,933.53
GROUP 1 TOTAL	\$15,470.22
✓ 2. Support Services, Pupils	
2.1 Salaries	\$1,010.45
2.2 Employee Benefits	\$397.08
2.3 All Other	\$78.01
GROUP 2 TOTAL	\$1,485.55
✓ 3. Support Services, Instructional Staff	
3.1 Salaries	\$337.19
3.2 Employee Benefits	\$132.51
3.3 All Other	\$418.12
GROUP 3 TOTAL	\$887.81
✓ 4. Support Services, General Admin	
4.1 Salaries	\$197.29
4.2 Employee Benefits	\$77.53
4.3 All Other	\$40.04
GROUP 4 TOTAL	\$314.86
✓ 5. Support Services, School Admin	
5.1 Salaries	\$1,225.55
5.2 Employee Benefits	\$481.61
5.3 All Other	\$11.66
GROUP 5 TOTAL	\$1,718.82
✓ 6. Support Services, Operation and Maintenance of Plant	
6.1 Salaries	\$793.59
6.2 Employee Benefits	\$311.86

Current Operation Expenditures	SCOTIA-GLENVILLE CSD
6.3 All Other	\$988.34
GROUP 6 TOTAL	\$2,093.79
✓ 7. Support Services, Student Transportation	
7.1 Salaries	\$588.74
7.2 Employee Benefits	\$231.36
7.3 All Other	\$628.83
GROUP 7 TOTAL	\$1,448.93
✓ 8. Business/Central/Other Support Services	
8.1 Salaries	\$287.63
8.2 Employee Benefits	\$113.03
8.3 All Other	\$449.47
GROUP 8 TOTAL	\$850.13
✓ 9. Food services	
9.1 Salaries	\$41.26
9.2 Employee Benefits	\$15.75
9.3 All Other	\$571.05
GROUP 9 TOTAL	\$628.06
✓ 10. Enterprise operations	
10.1 Salaries	\$0.00
10.2 Employee Benefits	\$0.00
10.3 All Other	\$0.00
GROUP 10 TOTAL	\$0.00
✓ 11. Other	
11.1 Salaries	\$0.00
11.2 Employee Benefits	\$0.00

Current Operation Expenditures	SCOTIA-GLENVILLE CSD
11.3 All Other	\$14.41
GROUP 11 TOTAL	\$14.41
✓ 12. Districtwide Current Operations (expenditures attributable to the school that are not reported separately in the categories described above)	
12.1 Salaries	\$0.00
12.2 Employee Benefits	\$1,643.95
12.3 All Other	\$0.00
GROUP 12 TOTAL	\$1,643.95
13. Total Expenditures	\$26,556.52

Detailed Spending: How Much is Spent Per Pupil for Special Education and General Education?

The Special Education Detail below is a subset of spending. To calculate per pupil expenditures, enrollment for special education is used. The expenditure value reflects school and central level expenditures. For charter schools, data represents per pupil expenditures in the selected school.

The General Education Detail below reflects Total District Expenditures less Special Education Expenditures. To calculate per pupil expenditures, district PK-12 enrollment is used. Excluded expenditures are not included in Total Expenditures.

School and District Level Expenditures	SCOTIA-GLENVILLE CSD
Special Education	\$31,951.36
General Education	\$21,672.99

Exclusions: What Other Spending is Not Included in the Per Pupil Amounts Shown Above?

The final section represents total expenditures, with the following exclusions that were not included in the per pupil expenditure calculations above: tuition, debt service, and other.

Central Cost(1-3 & Percent Excluded from Total)

Combined Cost(Total Expenditures)

Excluded Expenditures	SCOTIA-GLENVILLE CSD
1. Charter School Tuition	\$43,328.00
2. Debt Service	\$5,452,111.00
3. Other	\$6,157,949.00
Percent Excluded from Total	17%
Total Expenditures and Exclusions	\$68,644,650.00

SCOTIA-GLENVILLE CSD

2023-24 School Year Financial Transparency Report

SCOTIA-GLENVILLE SENIOR HIGH SCHOOL

Type: Senior High

The tables below display per pupil expenditures for charter schools, traditional public schools, as well as district averages that may be higher or lower than an individual school.

All amounts shown on this report (except exclusions) are per pupil of the entire school or district, unless otherwise noted.

| Business Rules

Comparison: How do per pupil expenditures compare?

P-12 ENROLLMENT



712

THIS SCHOOL



\$26,628.11

DISTRICT OR
DISTRICT OF
LOCATION



\$26,556.52

How Much is Being Spent on Instruction and Administration?

For school districts, entries 1 through 13 represent the average per pupil expenditures for all schools in the district. For schools (including charter schools), entries 1 through 13 represent the per pupil expenditures attributable to the school.

Total spending (entry 13) represents all non-excluded per pupil expenditures.

Current Operation Expenditures	SCOTIA-GLENVILLE CSD	SCOTIA-GLENVILLE SENIOR HIGH SCHOOL
> 1. Instruction	\$15,470.22	\$15,338.03
> 2. Support Services, Pupils	\$1,485.55	\$1,623.49
> 3. Support Services, Instructional Staff	\$887.81	\$808.08
> 4. Support Services, General Admin	\$314.86	\$311.90
> 5. Support Services, School Admin	\$1,718.82	\$2,003.14
> 6. Support Services, Operation and Maintenance of Plant	\$2,093.79	\$2,003.61
> 7. Support Services, Student Transportation	\$1,448.93	\$1,432.38
> 8. Business/Central/Other Support Services	\$850.13	\$842.13
> 9. Food services	\$628.06	\$622.61
> 10. Enterprise operations	\$0.00	\$0.00
> 11. Other	\$14.41	\$14.26
> 12. Districtwide Current Operations (expenditures attributable to the school that are not reported separately in the categories described above)	\$1,643.95	\$1,628.48
13. Total Expenditures	\$26,556.52	\$26,628.11

Detailed Spending: How Much is Spent Per Pupil for Special Education and General Education?

The Special Education Detail below is a subset of spending. To calculate per pupil expenditures, enrollment for special education is used. The expenditure value reflects school and central level expenditures. For charter schools, data represents per pupil expenditures in the selected school.

The General Education Detail below reflects Total District Expenditures less Special Education Expenditures. To calculate per pupil expenditures, district PK-12 enrollment is used. Excluded expenditures are not included in Total Expenditures.

School and District Level Expenditures	SCOTIA-GLENVILLE CSD
Special Education	\$31,951.36

School and District Level Expenditures	SCOTIA-GLENVILLE CSD
General Education	\$21,672.99

Exclusions: What Other Spending is Not Included in the Per Pupil Amounts Shown Above?

The final section represents total expenditures, with the following exclusions that were not included in the per pupil expenditure calculations above: tuition, debt service, and other.

“Other Exclusions” include expenditures such as tuition for students attending BOCES full-time, services provided to nonpublic or charter schools, prekindergarten payments to community-based organizations, and community services.

Central Cost(1-3 & Percent Excluded from Total)	Combined Cost(Total Expenditures)
Excluded Expenditures	SCOTIA-GLENVILLE CSD
1. Charter School Tuition	\$43,328.00
2. Debt Service	\$5,452,111.00
3. Other	\$6,157,949.00
Percent Excluded from Total	17%
Total Expenditures and Exclusions	\$68,644,650.00

SCOTIA-GLENVILLE CSD

2023-24 School Year Financial Transparency Report

SCOTIA-GLENVILLE MIDDLE SCHOOL

Type: Middle

The tables below display per pupil expenditures for charter schools, traditional public schools, as well as district averages that may be higher or lower than an individual school.

All amounts shown on this report (except exclusions) are per pupil of the entire school or district, unless otherwise noted.

| Business Rules

Comparison: How do per pupil expenditures compare?

P-12 ENROLLMENT



493

THIS SCHOOL



\$26,035.01

DISTRICT OR
DISTRICT OF
LOCATION



\$26,556.52

How Much is Being Spent on Instruction and Administration?

For school districts, entries 1 through 13 represent the average per pupil expenditures for all schools in the district. For schools (including charter schools), entries 1 through 13 represent the per pupil expenditures attributable to the school.

Total spending (entry 13) represents all non-excluded per pupil expenditures.

Current Operation Expenditures	SCOTIA-GLENVILLE CSD	SCOTIA-GLENVILLE MIDDLE SCHOOL
> 1. Instruction	\$15,470.22	\$14,867.32
> 2. Support Services, Pupils	\$1,485.55	\$1,720.71
> 3. Support Services, Instructional Staff	\$887.81	\$842.38
> 4. Support Services, General Admin	\$314.86	\$312.69
> 5. Support Services, School Admin	\$1,718.82	\$1,676.72
> 6. Support Services, Operation and Maintenance of Plant	\$2,093.79	\$2,063.85
> 7. Support Services, Student Transportation	\$1,448.93	\$1,436.00
> 8. Business/Central/Other Support Services	\$850.13	\$844.26
> 9. Food services	\$628.06	\$624.18
> 10. Enterprise operations	\$0.00	\$0.00
> 11. Other	\$14.41	\$14.30
> 12. Districtwide Current Operations (expenditures attributable to the school that are not reported separately in the categories described above)	\$1,643.95	\$1,632.60
13. Total Expenditures	\$26,556.52	\$26,035.01

Detailed Spending: How Much is Spent Per Pupil for Special Education and General Education?

The Special Education Detail below is a subset of spending. To calculate per pupil expenditures, enrollment for special education is used. The expenditure value reflects school and central level expenditures. For charter schools, data represents per pupil expenditures in the selected school.

The General Education Detail below reflects Total District Expenditures less Special Education Expenditures. To calculate per pupil expenditures, district PK-12 enrollment is used. Excluded expenditures are not included in Total Expenditures.

School and District Level Expenditures	SCOTIA-GLENVILLE CSD
Special Education	\$31,951.36

School and District Level Expenditures	SCOTIA-GLENVILLE CSD
General Education	\$21,672.99

Exclusions: What Other Spending is Not Included in the Per Pupil Amounts Shown Above?

The final section represents total expenditures, with the following exclusions that were not included in the per pupil expenditure calculations above: tuition, debt service, and other.

“Other Exclusions” include expenditures such as tuition for students attending BOCES full-time, services provided to nonpublic or charter schools, prekindergarten payments to community-based organizations, and community services.

Central Cost(1-3 & Percent Excluded from Total)	Combined Cost(Total Expenditures)
Excluded Expenditures	SCOTIA-GLENVILLE CSD
1. Charter School Tuition	\$43,328.00
2. Debt Service	\$5,452,111.00
3. Other	\$6,157,949.00
Percent Excluded from Total	17%
Total Expenditures and Exclusions	\$68,644,650.00

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THIS DOCUMENT WAS CREATED ON: SEPTEMBER 17, 2025, 1:11 PM EST

SCOTIA-GLENVILLE CSD

2023-24 School Year Financial Transparency Report

SACANDAGA SCHOOL

Type: Elementary

The tables below display per pupil expenditures for charter schools, traditional public schools, as well as district averages that may be higher or lower than an individual school.

All amounts shown on this report (except exclusions) are per pupil of the entire school or district, unless otherwise noted.

| Business Rules

Comparison: How do per pupil expenditures compare?

P-12 ENROLLMENT

▼
313

THIS SCHOOL

▼
\$26,086.13

DISTRICT OR
DISTRICT OF
LOCATION

▼
\$26,556.52

How Much is Being Spent on Instruction and Administration?

For school districts, entries 1 through 13 represent the average per pupil expenditures for all schools in the district. For schools (including charter schools), entries 1 through 13 represent the per pupil expenditures attributable to the school.

Total spending (entry 13) represents all non-excluded per pupil expenditures.

Current Operation Expenditures	SCOTIA- GLENVILLE CSD	SACANDAGA SCHOOL
> 1. Instruction	\$15,470.22	\$15,808.90
> 2. Support Services, Pupils	\$1,485.55	\$1,134.69
> 3. Support Services, Instructional Staff	\$887.81	\$846.41
> 4. Support Services, General Admin	\$314.86	\$321.95
> 5. Support Services, School Admin	\$1,718.82	\$1,272.71
> 6. Support Services, Operation and Maintenance of Plant	\$2,093.79	\$1,995.18
> 7. Support Services, Student Transportation	\$1,448.93	\$1,498.70
> 8. Business/Central/Other Support Services	\$850.13	\$869.26
> 9. Food services	\$628.06	\$642.67
> 10. Enterprise operations	\$0.00	\$0.00
> 11. Other	\$14.41	\$14.72
> 12. Districtwide Current Operations (expenditures attributable to the school that are not reported separately in the categories described above)	\$1,643.95	\$1,680.95
13. Total Expenditures	\$26,556.52	\$26,086.13

Detailed Spending: How Much is Spent Per Pupil for Special Education and General Education?

The Special Education Detail below is a subset of spending. To calculate per pupil expenditures, enrollment for special education is used. The expenditure value reflects school and central level expenditures. For charter schools, data represents per pupil expenditures in the selected school.

The General Education Detail below reflects Total District Expenditures less Special Education Expenditures. To calculate per pupil expenditures, district PK-12 enrollment is used. Excluded expenditures are not included in Total Expenditures.

School and District Level Expenditures	SCOTIA-GLENVILLE CSD
Special Education	\$31,951.36
General Education	\$21,672.99

Exclusions: What Other Spending is Not Included in the Per Pupil Amounts Shown Above?

The final section represents total expenditures, with the following exclusions that were not included in the per pupil expenditure calculations above: tuition, debt service, and other.

“Other Exclusions” include expenditures such as tuition for students attending BOCES full-time, services provided to nonpublic or charter schools, prekindergarten payments to community-based organizations, and community services.

Central Cost(1-3 & Percent Excluded from Total)	Combined Cost(Total Expenditures)
Excluded Expenditures	SCOTIA-GLENVILLE CSD
1. Charter School Tuition	\$43,328.00
2. Debt Service	\$5,452,111.00
3. Other	\$6,157,949.00
Percent Excluded from Total	17%
Total Expenditures and Exclusions	\$68,644,650.00

SCOTIA-GLENVILLE CSD

2023-24 School Year Financial Transparency Report

GLENDAL SCHOOL

Type: Elementary

The tables below display per pupil expenditures for charter schools, traditional public schools, as well as district averages that may be higher or lower than an individual school.

All amounts shown on this report (except exclusions) are per pupil of the entire school or district, unless otherwise noted.

| Business Rules

Comparison: How do per pupil expenditures compare?

P-12 ENROLLMENT	THIS SCHOOL	DISTRICT OR DISTRICT OF LOCATION
▼	▼	▼
210	\$25,565.50	\$26,556.52

How Much is Being Spent on Instruction and Administration?

For school districts, entries 1 through 13 represent the average per pupil expenditures for all schools in the district. For schools (including charter schools), entries 1 through 13 represent the per pupil expenditures attributable to the school.

Total spending (entry 13) represents all non-excluded per pupil expenditures.

Current Operation Expenditures	SCOTIA- GLENVILLE CSD	GLENDAL SCHOOL
> 1. Instruction	\$15,470.22	\$14,483.86
> 2. Support Services, Pupils	\$1,485.55	\$1,260.31
> 3. Support Services, Instructional Staff	\$887.81	\$1,171.21
> 4. Support Services, General Admin	\$314.86	\$318.90
> 5. Support Services, School Admin	\$1,718.82	\$1,675.63
> 6. Support Services, Operation and Maintenance of Plant	\$2,093.79	\$2,018.45
> 7. Support Services, Student Transportation	\$1,448.93	\$1,464.53
> 8. Business/Central/Other Support Services	\$850.13	\$861.04
> 9. Food services	\$628.06	\$631.82
> 10. Enterprise operations	\$0.00	\$0.00
> 11. Other	\$14.41	\$14.72
> 12. Districtwide Current Operations (expenditures attributable to the school that are not reported separately in the categories described above)	\$1,643.95	\$1,665.04
13. Total Expenditures	\$26,556.52	\$25,565.50

Detailed Spending: How Much is Spent Per Pupil for Special Education and General Education?

The Special Education Detail below is a subset of spending. To calculate per pupil expenditures, enrollment for special education is used. The expenditure value reflects school and central level expenditures. For charter schools, data represents per pupil expenditures in the selected school.

The General Education Detail below reflects Total District Expenditures less Special Education Expenditures. To calculate per pupil expenditures, district PK-12 enrollment is used. Excluded expenditures are not included in Total Expenditures.

School and District Level Expenditures	SCOTIA-GLENVILLE CSD
Special Education	\$31,951.36
General Education	\$21,672.99

Exclusions: What Other Spending is Not Included in the Per Pupil Amounts Shown Above?

The final section represents total expenditures, with the following exclusions that were not included in the per pupil expenditure calculations above: tuition, debt service, and other.

“Other Exclusions” include expenditures such as tuition for students attending BOCES full-time, services provided to nonpublic or charter schools, prekindergarten payments to community-based organizations, and community services.

Central Cost(1-3 & Percent Excluded from Total)

Combined Cost(Total Expenditures)

Excluded Expenditures	SCOTIA-GLENVILLE CSD
1. Charter School Tuition	\$43,328.00
2. Debt Service	\$5,452,111.00
3. Other	\$6,157,949.00
Percent Excluded from Total	17%
Total Expenditures and Exclusions	\$68,644,650.00

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SCOTIA-GLENVILLE CSD

2023-24 School Year Financial Transparency Report

GLEN-WORDEN ELEMENTARY SCHOOL

Type: Elementary

The tables below display per pupil expenditures for charter schools, traditional public schools, as well as district averages that may be higher or lower than an individual school.

All amounts shown on this report (except exclusions) are per pupil of the entire school or district, unless otherwise noted.

| Business Rules

Comparison: How do per pupil expenditures compare?

P-12 ENROLLMENT



206

THIS SCHOOL



\$27,438.93

DISTRICT OR
DISTRICT OF
LOCATION



\$26,556.52

How Much is Being Spent on Instruction and Administration?

For school districts, entries 1 through 13 represent the average per pupil expenditures for all schools in the district. For schools (including charter schools), entries 1 through 13 represent the per pupil expenditures attributable to the school.

Total spending (entry 13) represents all non-excluded per pupil expenditures.

Current Operation Expenditures	SCOTIA- GLENVILLE CSD	GLEN-WORDEN ELEMENTARY SCHOOL
> 1. Instruction	\$15,470.22	\$16,170.05
> 2. Support Services, Pupils	\$1,485.55	\$1,200.06
> 3. Support Services, Instructional Staff	\$887.81	\$988.95
> 4. Support Services, General Admin	\$314.86	\$320.50
> 5. Support Services, School Admin	\$1,718.82	\$1,591.40
> 6. Support Services, Operation and Maintenance of Plant	\$2,093.79	\$2,503.04
> 7. Support Services, Student Transportation	\$1,448.93	\$1,471.84
> 8. Business/Central/Other Support Services	\$850.13	\$865.33
> 9. Food services	\$628.06	\$639.76
> 10. Enterprise operations	\$0.00	\$0.00
> 11. Other	\$14.41	\$14.65
> 12. Districtwide Current Operations (expenditures attributable to the school that are not reported separately in the categories described above)	\$1,643.95	\$1,673.35
13. Total Expenditures	\$26,556.52	\$27,438.93

Detailed Spending: How Much is Spent Per Pupil for Special Education and General Education?

The Special Education Detail below is a subset of spending. To calculate per pupil expenditures, enrollment for special education is used. The expenditure value reflects school and central level expenditures. For charter schools, data represents per pupil expenditures in the selected school.

The General Education Detail below reflects Total District Expenditures less Special Education Expenditures. To calculate per pupil expenditures, district PK-12 enrollment is used. Excluded expenditures are not included in Total Expenditures.

School and District Level Expenditures	SCOTIA-GLENVILLE CSD
Special Education	\$31,951.36

School and District Level Expenditures	SCOTIA-GLENVILLE CSD
General Education	\$21,672.99

Exclusions: What Other Spending is Not Included in the Per Pupil Amounts Shown Above?

The final section represents total expenditures, with the following exclusions that were not included in the per pupil expenditure calculations above: tuition, debt service, and other.

“Other Exclusions” include expenditures such as tuition for students attending BOCES full-time, services provided to nonpublic or charter schools, prekindergarten payments to community-based organizations, and community services.

Central Cost(1-3 & Percent Excluded from Total)

Combined Cost(Total Expenditures)

Excluded Expenditures	SCOTIA-GLENVILLE CSD
1. Charter School Tuition	\$43,328.00
2. Debt Service	\$5,452,111.00
3. Other	\$6,157,949.00
Percent Excluded from Total	17%
Total Expenditures and Exclusions	\$68,644,650.00

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SCOTIA-GLENVILLE CSD

2023-24 School Year Financial Transparency Report

LINCOLN SCHOOL

Type: Elementary

The tables below display per pupil expenditures for charter schools, traditional public schools, as well as district averages that may be higher or lower than an individual school.

All amounts shown on this report (except exclusions) are per pupil of the entire school or district, unless otherwise noted.

| Business Rules

Comparison: How do per pupil expenditures compare?

P-12 ENROLLMENT



212

THIS SCHOOL



\$28,347.56

DISTRICT OR
DISTRICT OF
LOCATION



\$26,556.52

How Much is Being Spent on Instruction and Administration?

For school districts, entries 1 through 13 represent the average per pupil expenditures for all schools in the district. For schools (including charter schools), entries 1 through 13 represent the per pupil expenditures attributable to the school.

Total spending (entry 13) represents all non-excluded per pupil expenditures.

Current Operation Expenditures	SCOTIA-GLENVILLE CSD	LINCOLN SCHOOL
> 1. Instruction	\$15,470.22	\$17,113.18
> 2. Support Services, Pupils	\$1,485.55	\$1,493.96
> 3. Support Services, Instructional Staff	\$887.81	\$943.34
> 4. Support Services, General Admin	\$314.86	\$309.93
> 5. Support Services, School Admin	\$1,718.82	\$1,687.09
> 6. Support Services, Operation and Maintenance of Plant	\$2,093.79	\$2,288.83
> 7. Support Services, Student Transportation	\$1,448.93	\$1,423.35
> 8. Business/Central/Other Support Services	\$850.13	\$836.82
> 9. Food services	\$628.06	\$618.68
> 10. Enterprise operations	\$0.00	\$0.00
> 11. Other	\$14.41	\$14.17
> 12. Districtwide Current Operations (expenditures attributable to the school that are not reported separately in the categories described above)	\$1,643.95	\$1,618.21
13. Total Expenditures	\$26,556.52	\$28,347.56

Detailed Spending: How Much is Spent Per Pupil for Special Education and General Education?

The Special Education Detail below is a subset of spending. To calculate per pupil expenditures, enrollment for special education is used. The expenditure value reflects school and central level expenditures. For charter schools, data represents per pupil expenditures in the selected school.

The General Education Detail below reflects Total District Expenditures less Special Education Expenditures. To calculate per pupil expenditures, district PK-12 enrollment is used. Excluded expenditures are not included in Total Expenditures.

School and District Level Expenditures	SCOTIA-GLENVILLE CSD
Special Education	\$31,951.36
General Education	\$21,672.99

Exclusions: What Other Spending is Not Included in the Per Pupil Amounts Shown Above?

The final section represents total expenditures, with the following exclusions that were not included in the per pupil expenditure calculations above: tuition, debt service, and other.

"Other Exclusions" include expenditures such as tuition for students attending BOCES full-time, services provided to nonpublic or charter schools, prekindergarten payments to community-based organizations, and community services.

Central Cost(1-3 & Percent Excluded from Total)

Combined Cost(Total Expenditures)


Excluded Expenditures	SCOTIA-GLENVILLE CSD
1. Charter School Tuition	\$43,328.00
2. Debt Service	\$5,452,111.00
3. Other	\$6,157,949.00
Percent Excluded from Total	17%
Total Expenditures and Exclusions	\$68,644,650.00

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Scotia-Glenville School District
Scotia, New York

TO: Susan Swartz, Superintendent
FROM: Andrew Giaquinto, School Business Manager
RE: CASHIC Trust Agreement
DATE: October 2, 2025



CASHIC renews its Trust Agreement every five (5) years in accordance with the General Municipal Law. The CASHIC Board of Trustees has approved the attached Trust Agreement for our District's approval, for the five (5) year term commencing January 1, 2026.

The only substantive changes address participation on the Board of Trustees in the event one or more new, "Small Employer Districts" seek to join CASHIC. (Under New York State law a "Small Employer" is an employer that employs fewer than one hundred [100] employees.) Under such circumstances, a single Trustee would represent up to five (5) of those Small Employer Districts. There would not be a separate Trustee for each.

Please include the attached resolution on the agenda for the October 6, 2025 Board of Education meeting. Please let me know if you have any questions.

Thank you.

AG/cc

Attachments

**BOARD OF EDUCATION RESOLUTION
CAPITAL AREA HEALTH INSURANCE CONSORTIUM
TRUST AGREEMENT**

**Resolution consenting to the adoption of a revised Trust Agreement by the Board of
Trustees of the Capital Area Schools Health Insurance Consortium**

WHEREAS, the Scotia-Glenville Central School District is a member of the Capital Area School Health Insurance Consortium ("CASHIC"); and

WHEREAS, the Board of Trustees of CASHIC seeks to adopt a revised Trust Agreement, to ensure the continued effective operation of CASHIC;

NOW, THEREFORE, due deliberation having been had, **BE IT RESOLVED**:

1. That the Scotia-Glenville Central School District hereby consents to the adoption of the Trust Agreement proposed by CASHIC's Board of Trustees.
2. That Andrew Giaquinto be authorized to execute the Written Consent provided by CASHIC's Board of Trustees.
3. That one (1) certified copy of this Resolution be prepared and sent, along with the executed Written Consent, to CASHIC's attorneys at the following address:

Gleason, Dunn, Walsh & O'Shea, P.C.
300 Great Oaks Blvd., Suite 321
Albany, New York 12203
Attn: Richard C. Reilly, Esq.

CERTIFICATE OF RECORDING OFFICER

That the attached Resolution is a true and correct copy of the Resolution, as regularly adopted at a legally convened meeting of the Board of Education of the Scotia-Glenville Central School District duly held on the ____ day of _____, 2025; and further that such Resolution has been fully recorded in the Board of Education Minutes in my office.

In witness thereof, I have hereunto set my hand this ____ day of _____, 2025

Cathleen Smith
District Clerk

[Official Seal, if any]

CAPITAL AREA SCHOOLS HEALTH INSURANCE CONSORTIUM TRUST AGREEMENT

THIS AMENDED TRUST AGREEMENT made and entered into as of the 1st day of January, 2026, by and between Averill Park Central School District; Bethlehem Central School District; Broadalbin-Perth Central School District; Burnt Hills-Ballston Lake Central School District; Cobleskill-Richmondville Central School District; Cohoes City School District; East Greenbush Central School District; Fonda-Fultonville Central School District; Greater Amsterdam School District Green Island Union Free School District; Guilderland Central School District; Hudson Falls Central School District; Middleburgh Central School District; Mohonasen Central School District; North Colonie Central School District; Ravena-Coeymans-Selkirk Central School District; Schalmont Central School District; Scotia-Glenville Central School District; South Colonie Central School District; Troy City School District; and Voorheesville Central School District (hereinafter collectively referred to as the “Member Districts”).

WITNESSETH:

WHEREAS, the Member Districts desire to amend the Trust Agreement dated January 1, 2022 in order to enable the Member Districts to continue to purchase group health insurance pursuant to New York State Insurance Law Section 4235 and as a tax exempt trust authorized pursuant to Internal Revenue Code Section 501(c)(9); and

WHEREAS, the Member Districts are all engaged in the same industry, and desire to provide group health insurance benefits for their employees, retired employees and authorized dependents in accordance with state law.

THEREFORE, the Trustees and the Member Districts, in consideration of the mutual covenants and undertakings contained herein, agree as follows:

ARTICLE I — DEFINITIONS

1.1 Participant

The term “Member District” shall mean a school district, BOCES or other public education agency that has been admitted to membership by the Board of Trustees established hereunder. Continued membership of Member Districts shall be regulated according to this Trust Agreement and any policies or By-Laws adopted or amended by the Board of Trustees.

1.2 Trustee and Alternate Trustee

The terms “Trustee” and “Alternate Trustee” shall mean persons who are selected as such in accordance with Article III and who have agreed to serve in such capacity.

1.3 Board of Trustees

The Board of Trustees shall consist of the Trustees designated pursuant to Article III.

1.4 Eligible Employees, Retirees and Eligible Dependents

Eligible Employees are active employees of a Member District who are eligible for coverage under the underwriting guidelines established or amended by the insurers selected by the Trust or by the Board of Trustees in accordance with law. Retirees are retired persons who were Eligible Employees and who are eligible for coverage under the underwriting guidelines established by the insurers selected by the Trust or by the Board in accordance with law. Eligible Dependents are persons with such a relationship to an Eligible Employee or Retiree that they may be covered under a policy of insurance obtained by the Trust.

1.5 Health Plan

The Health Plan shall generally describe the program under which health and pharmacy benefits are made available to Eligible Employees, Retirees and Eligible Dependents through the Trust. The Board of Trustees may make arrangements for health insurance with multiple insurers and multiple benefit plans as deemed appropriate in accordance with the interests of all Member Districts.

ARTICLE II – GENERAL PROVISIONS

2.1 Name of Trust

The Trust shall be designated as the Capital Area Schools Health Insurance Consortium ("CASHIC").

2.2 Place of Business

The principal place of business of the Trust shall be in the County of Albany and State of New York, or at such place as the Board of Trustees shall determine.

2.3 Duration of Agreement

This Agreement shall remain in effect for five (5) years or until the dissolution of the Trust pursuant to Article 14 of this Agreement, whichever occurs first.

2.4 Fiscal Year

The fiscal year of the Trust Agreement shall be July 1 through June 30.

ARTICLE III – APPOINTMENT OF TRUSTEES

3.1 Qualifications

Persons who are over the age of eighteen (18) and active Managerial Employees of a Member District may serve as Trustees or Alternate Trustees. Managerial Employees are persons employed in the capacity of superintendent, assistant or associate superintendent, human resources director, or another business official comparable to business administrator, business manager, treasurer, school business executive or director of finance.

3.2 Number of Trustee Seats

(a) One Trustee shall be designated in writing by each Member District that was a participant in the Trust on or before January 1, 2026. For Member Districts that are admitted to the Trust after that date, each Member District employing one hundred (100) or more employees (“Large Employer Districts”) shall also designate one (1) Trustee. In addition, one (1) Trustee shall be designated for every five (5) “Small Employer Districts” (employing fewer than one hundred [100] employees), with those Trustees designated by a majority of the Superintendents of those Small Employer Districts. (In the event of a tie, the Trustee shall be designated by the Board of Trustees from among the tied candidates).

(b) Alternate Trustees. An Alternate Trustee may be designated by each Member District (or group of Small Employer Districts) for each Trustee designated. Alternate Trustees may attend Trust Meetings at their pleasure, but they may only vote at Trust Meetings in the absence of the Trustee for whom that person is an alternate.

3.3 Trustee Appointment, Resignation and Removal

(a) Trustees and Alternate Trustees shall be designated in writing by their respective Member Districts (or group of Small Employer Districts). Appointments shall be effective upon receipt of such written notification of appointment by the Chairperson of the Trust.

(b) Each Trustee and Alternate Trustee shall serve at the pleasure of the Member District (or group of Small Employer Districts) that designates him or her in accordance with this Article III, provided that no removal of a Trustee or Alternate Trustee by a Member District shall be effective until notice of such action is received by the Chairperson of the Trust.

(c) Each Member District (or group of Small Employer Districts) may designate a successor Trustee who shall automatically become a Trustee upon the death, resignation or removal of the Trustee appointed by that Member District (or group of Small Employer Districts) and upon the receipt by the Chairperson of the Trust

and by the successor Trustee of written notification of such death, resignation or removal. Successor Trustees shall be designated in the manner provided in Article 3.3(a) of this Agreement.

(d) Resignation. A Trustee may resign by delivering written notice to the Chairperson. Trustees are encouraged to provide sixty (60) days advance notice of the effective date of resignation.

ARTICLE IV – TRUSTEE POWERS AND OBLIGATIONS

4.1 Board Powers. The Board of Trustees shall be responsible as a group for the governance and implementation of the Health Plan. The Trust, through the Board of Trustees shall have power to take all actions reasonably necessary to govern, implement and promote the Health Plan, including, but not limited to, those set forth in this Agreement and the following:

- (a) To contract on behalf of the Trust in order to implement the Health Plan. The Board of Trustees shall contract for such policy or policies of group health insurance or pharmacy benefits as the Trustees deem most beneficial for Member Districts. The Trustees shall determine the annual cost of such group health insurance policies for each Member District, and shall notify each Member District, in writing, as to the cost of and premiums for such group health insurance for each such Member District.
- (b) To allocate the cost of any such group health insurance, including premiums or premium equivalent rates, among the Member Districts in an equitable manner determined by the Trustees.
- (c) To impose a surcharge in an amount determined by the Board of Trustees upon new Member Districts.
- (d) To designate and engage accountants, consultants and legal counsel to assist and advise the Board of Trustees in the management of the Health Plan.
- (e) To prepare and adopt guidelines, policies and By-Laws that the Board of Trustees deems appropriate for the orderly operation of the Health Plan. Such guidelines, policies and By-Laws may include, by way of example:
 - i. standards for permissible contractual arrangements of Member Districts regarding benefit plans offered outside the Health Plan;
 - ii. restrictions on permissible arrangements of Member Districts relating to health insurance or other benefits that impact the Health Plan, including, but not limited to, limiting particular plans;
 - iii. standards and procedures for the admission of new Member Districts to the Trust, including but not limited to standards for allocation of costs and expenses of the Trust to such new Member Districts, provided that no such By-Law, policy or guideline may permit

admission of a new Member District unless a two-thirds (2/3) majority of the Board of Trustees has approved such action;

- iv. provisions for the allocation in an equitable manner of the costs of the Health Plan including for the expenses of the operation of the Trust;
- v. standards and procedures for the imposition of costs or expenses on, and/or removal of, Member Districts that fail to comply with guidelines, policies and By-Laws adopted by the Board of Trustees; and
- vi. any other guidelines, policies or By-Laws that it deems appropriate for the orderly operation of the Health Plan, including but not limited to conflict of interest policies, whistleblower policies and record retention policies.

(f) To establish for Eligible Employees, Retirees and Eligible Dependents programs to promote and improve health and reduce health care expenditures within the Health Plan. Such programs may include required or recommended diagnostic testing and other activities intended to promote the wellness of Eligible Employees, Retirees and Eligible Dependents.

(g) To work with insurance carriers to adopt premium calculation methodologies and other measures to ensure adequate funding of the Health Plan.

(h) To establish procedures for participation at meetings of the Board of Trustees or Board Committees by telephone or video conference.

(i) To implement, through the assistance of accountants or other consultants, eligibility audits, claims audits and other examinations deemed appropriate by the Board of Trustees.

4.2 Trustee Authority. Each Trustee attending a meeting, or Alternate Trustee attending a meeting in the place of a Trustee, shall have one (1) vote. A majority of all Trustees shall constitute a quorum. Alternate Trustees attending in the place of an absent Trustee shall be counted in determining a quorum. A vote of a majority of all Trustees or Alternate Trustees is required to take action at a meeting. Trustees or Alternate Trustees shall act only at meetings of the Board of Trustees or Board Committees and as expressly authorized by this Trust Agreement, or as authorized by the Board of Trustees.

4.3 Trustee Meetings. The Board of Trustees shall meet at least four (4) times per year, and at such other times as the Trustees deem necessary. All Trustees shall be notified of any such meeting at least seventy-two (72) hours in advance of such meeting.

4.4 Compensation of Trustees

Except as provided in this Article 4.4, Trustees and Alternate Trustees shall serve without compensation, provided that Trustees and Alternate Trustees shall be entitled to reimbursement for any reasonable expenses incurred in the administration of this Trust in accordance with policies established by the Board of Trustees. In the event professional

or expert services beyond the services usually performed by Trustees are required by the Trust, a Trustee performing such services may be paid reasonable compensation for such services provided that the terms, conditions and compensation for such services are established in advance by the Trustees.

4.5 Bond

No bond shall be required of any Trustee or Alternate Trustee hereunder except as determined by the Board of Trustees, provided that in the event a bond is required by the Board of Trustees, the expense of such bond shall be paid by the Trust.

4.6 Indemnification of Trustees

To the extent permitted by law, the Trust shall, out of Trust funds, defend, indemnify and hold harmless the Chairperson, other officers, Trustees or Alternate Trustees for any and all claims and expenses, including legal expenses, resulting from any actions or inaction taken in good faith on or in the course of Trust business.

The Trust may purchase an insurance policy or policies in amounts and under such terms as the Board shall determine to indemnify Trustees and Alternate Trustees while acting in the scope of their responsibilities on Trust Business.

4.7 Trustee Obligations

Trustees have the non-delegable obligation to, at all times, act in good faith and promote the best interests of the Trust while engaged in activities that may impact the Trust.

ARTICLE V- OFFICERS

- 5.1 The Officers of the Trust shall be a Chairperson, a Vice-Chairperson and a Secretary. The Board of Trustees shall elect the officers from among its Trustees, except that the Secretary need not be a Trustee. The term of office of the officers will be from the first July 1st following the election until the following June 30th and until their successor is appointed. Vacancies in office shall be filled by the Board of Trustees. An officer filling a vacancy shall serve a term lasting until the first June 30th following their appointment and until their successor is appointed.
- 5.2 The Chairperson shall serve as chief executive of the Trust and shall act for the Trust in any necessary day-to-day activities of the trust in the interim between meetings of the Board of Trustees or the Executive Committee. The Chairperson shall preside over all meetings of the Board of Trustees and the Executive Committee, shall set the agenda for all meetings, and shall serve as an ex officio member of all Board Committees.
- 5.3 The Vice-Chairperson shall serve as Chairperson in the absence or unavailability of the Chairperson.

- 5.4 The Secretary shall keep the official minutes of all Board meetings, and shall cause to be transmitted notices of all meetings.

ARTICLE VI- TRUST FINANCES

- 6.1 Banking. The Trustees shall maintain one or more bank accounts in the name of the Trust in a federally insured bank located within the State of New York. All checks or withdrawals from such accounts shall be made under procedures established by the Board of Trustees.
- 6.2 Treasurer. The Trustees shall designate a Treasurer of the Trust, who shall be a fiscal officer of a Member District. It is not required that the Treasurer of the Trust be a treasurer of a Member District. The Treasurer of the Trust may, subject to their discretion and control, delegate administrative or ministerial responsibilities to an employee of his or her Member District, but not overall responsibility for the Treasurer's duties, or any of the specific duties set forth in this paragraph. The Board of Trustees may provide for payment of the reasonable value of the services of the Treasurer or their designated employee on terms and conditions approved in advance. The Treasurer shall communicate directly with the Trust Administrator, auditors and accounting professionals regarding the finances of the Trust, and shall ensure that appropriate records are maintained of all financial transactions. The Treasurer shall report directly to the board on all such matters, and shall on request be permitted to address the Board of Trustees in executive session.
- 6.3 Investments and Funds of Trust. Funds held by the Trust shall be invested in the same manner applicable to investments of funds held by school districts, in accordance with an investment plan approved by the Trustees and Sections 10 and 11 of the New York General Municipal Law. The Trustees shall use the interest income, if any, solely for the benefit of the Trust. Excess income may be refunded to the Member Districts or, in the discretion of the Trustees, held to offset future expenses.
- 6.4 Payment of Premiums and Expenses. Each Member District shall forward to the Trust in a manner as determined by the Trustees the applicable amount of the premium and other charges for the group health insurance policy or policies and the maintenance of the Health Plan, as determined by the Trustees. The Trustees may direct that such payments be paid in such manner as the Trustees shall from time to time determine.
- 6.5 Failures of Payment. In the event a Member District delays or fails to pay its portion of the premium or any other charges or expenses under this Agreement (a "Non-Compliant Member District"), the Board of Trustees may impose a surcharge or late fee on said Non-Compliant Member District, or request the insurance carrier to suspend or cancel coverage of the employees of said Non-Compliant Member District. A Non-Compliant Member District shall have sole responsibility for the consequences of a failure to remit funds to the insurers, including but not limited to any loss or interruption in coverage. The Non-Compliant Member District shall be liable to the Trust, and directly to the insurers, for any unpaid premiums or late payment charges imposed by the insurer. The Non-Compliant Member District shall be liable to the Trust for, and shall indemnify and hold the Trust and all other Member Districts harmless from, any costs, claims, penalties, fines, damages,

accrued interest, losses and/or expenses, including but not limited to reasonable attorneys' fees relating to such failure of the Non-Compliant Member District.

- 6.6 Payment of Insurance Premiums by Trustees. The Trustees shall remit funds due to the group health insurance carrier or carriers. The Trustees shall be responsible for the payment of such group health insurance premium or premiums only up to the amount actually received for such premiums from the Member Districts.

The Trustees shall deposit payments from Member Districts for insurance premiums into an account established and maintained by the Trustees and collateralized in the maximum amount obtainable, and shall forward such funds drawn on such account to the group health insurance carrier or carriers.

- 6.7 Accounting to Member Districts. The Trustees shall direct an annual accounting for the Member Districts with respect to the group health insurance policies purchased by the Trustees under this Agreement. Such annual accounting shall include the annual cost of such group health insurance policies, the amount of premiums collected by the Trustees from the Member Districts, the amount of interest income earned or other income earned by the Trustees, and the amount of expenses incurred by the Trustees with respect to the Trust.

ARTICLE VII—GENERAL PROVISIONS

- 7.1 Member District Responsibilities

Each Member District shall submit all necessary information in order to obtain and continue any group health insurance policies. Member Districts shall advise the Trust in the manner determined by the Trustees of any changes in the number of employees, or of any other changes in information required by such group health insurance policies. Each respective Member District is solely responsible to ensure that its Eligible Employees, Retirees and Eligible Dependents are covered by group health insurance policies as required by the Insurance Law, any collective bargaining agreement or any other obligation of such Member District. Member Districts are solely responsible for employer and plan administrator responsibilities of federal and state law pertaining to the rights of qualified beneficiaries to continuation of health care benefits.

- 7.2 Withdrawal or Removal of Member District

A Member District may withdraw as a Member District hereunder by giving unconditional written notice of such withdrawal to the Chairperson of the Trust. A Member District may be removed from the Trust with or without cause by the Board of Trustees, but only on a two-thirds (2/3) vote of all the Trustees. The Trustees may in the Bylaws establish additional procedures for Member District withdrawal or removal. Such withdrawal or removal shall become effective on the next succeeding carrier contract renewal date that is at least one hundred eighty (180) days after the notice of withdrawal or removal. The Board of Trustees may, in its sole discretion, permit withdrawal or removal on such other notice or terms as it may determine. The withdrawal or removal of any Member District

shall not relieve the Member District of any responsibility for payment of such Member District's portion of the group health insurance premium or any other charges or expenses under this Agreement, as the Board of Trustees shall determine. Upon withdrawal or removal, the withdrawing or removed Member District shall also be directly liable to the insurers for any unpaid premiums and for any coverage provided to such Member District or its employees.

- 7.3 Trust Property. Title to any property held by the Trustees pursuant to this Agreement shall be in the name of the Trust, and shall not be deemed to be the separate property of any individual Member District.

ARTICLE VIII – EXECUTIVE COMMITTEE

- 8.1 The Executive Committee shall conduct necessary business of CASHIC between meetings of the Board of Trustees; serve as Finance Committee; present recommendations to the Board of Trustees; and conduct such activities as the Board of Trustees may from time to time request. The Executive Committee shall have the full authority of the Board of Trustees except with respect to matters set forth in Articles 3.3; 4.1(a), (b), (c), (e)(i-iv) and (g); 6.2; 6.3; 6.4; 6.5; 6.6; 7.2; 9.1; 9.2; and 11.1 and the Executive Committee shall not have power to adopt or amend the By-Laws. Members of the Executive Committee shall be appointed from among the Trustees by the Board of Trustees with the advice and consent of the Chairperson. The Executive Committee shall consist of not less than four (4) nor more than nine (9) Trustees, including the Chairperson and Vice-Chairperson who shall be *ex-officio* members. Meetings of the Executive Committee shall be called by the Chairperson or Vice-Chairperson.

ARTICLE IX – LEGAL PROCEEDINGS BY TRUST

- 9.1 The Trustees are authorized to commence in the name of the Trust or its Member Districts any and all legal proceedings which the Board of Trustees deems appropriate. In the event any such legal proceedings are brought against a Member District or former Member District in order to enforce payment obligations hereunder, and in the event such proceeding is successful, such Member District or former Member District shall pay the Trust's reasonable costs and expenses, including but not limited to reasonable attorneys' fees.
- 9.2 Any and all controversies or claims among the Member Districts or between any one or more Member Districts and the Trust, or arising out of or relating to the parties' rights and responsibilities under this Agreement shall be settled by an action or proceeding commenced in the Supreme Court of the State of New York. Such action or proceeding shall be venued in the County of Albany.

ARTICLE X – APPLICABLE LAW

- 10.1 The Agreement and the Trust created herein shall be subject to and governed by the Laws of the State of New York. Notwithstanding any other provision of this Agreement to the contrary, all provisions of this Agreement shall be subject to the terms and conditions of the New York State Insurance Law. In the event of any conflict between the terms and

conditions of this Agreement and the New York State Insurance Law, the terms of the New York State Insurance Law shall control. Moreover, any such conflict shall not invalidate the remaining provisions of this Agreement.

ARTICLE XI – AMENDMENT OF THIS AGREEMENT

- 11.1 This Agreement may be amended, at any time, upon the written consent of at least two-thirds of the Member Districts and by a majority vote of the Board of Trustees. Each Member District shall receive written notice of any proposed amendment.

ARTICLE XII – AGREEMENT BINDING

- 12.1 Each signatory to this Agreement represents that it has been duly authorized by the governing body of such signatory. This Agreement shall be binding upon the parties hereto, and upon their successors or assigns, and all parties hereto agree for themselves and their successors and assigns, to execute any and all instruments which are or may become necessary or proper to carry out the purpose and intent of this Agreement.

ARTICLE XIII – WORDS OF GENDER

- 13.1 Except where the context clearly indicates to the contrary, for all purposes under this Agreement, singular numbers shall include the plural, the plural numbers shall include the singular, and the use of any gender shall be applicable to all genders.

ARTICLE XIV – DISSOLUTION

- 14.1 The Trustees may vote to dissolve the Trust, at any time, by two-thirds majority vote of the Trustees, and in such event the Trustees shall proceed to wind up the affairs of the Trust, including the marshalling of assets and paying of any liabilities of the Trust. Any remaining assets after satisfaction of liabilities shall be disposed of in accordance with applicable Law, including but not limited to Internal Revenue Code section 501(C)(9) and any successor provision. This Agreement shall remain in effect to the extent appropriate until the completion of any such dissolution.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, this Agreement has been executed as of the day and date first written,

Averill Park Central School District

Date: _____, 2025

Bethlehem Central School District

Date: _____, 2025

Broadalbin-Perth Central School Dist.

Date: _____, 2025

Burnt Hills-Ballston Lake Central SD

Date: _____, 2025

Cobleskill-Richmondville Central SD

Date: _____, 2025

Cohoes City School District

Date: _____, 2025

East Greenbush Central School Dist.

Date: _____, 2025

Fonda-Fultonville Central School Dist.

Date: _____, 2025

Greater Amsterdam School District

Date: _____, 2025

Green Island Union Free School District

Date: _____, 2025

Guiderland Central School District

Date: _____, 2025

Hudson Falls Central School District

Date: _____, 2025

Middleburgh Central School District

Date: _____, 2025

Mohonasen Central School District

Date: _____, 2025

North Colonie Central School District

Date: _____, 2025

Ravena-Coeymans-Selkirk Central SD

Date: _____, 2025

Schalmont Central School District

Date: _____, 2025

Scotia-Glenville Central School District

Date: _____, 2025

South Colonie Central School District

Date: _____, 2025

Troy City School District

Date: _____, 2025

Voorheesville Central School District

Date: _____, 2025

MEMBER DISTRICT CONSENT

The undersigned, all being authorized representatives of a Member District of the Capital Area Schools Health Insurance Consortium ("CASHIC"), do hereby:

1. Consent, on behalf of their respective Member District, to the Trust Agreement proposed by CASHIC's Board of Trustees, as reflected in the copy of the Trust Agreement annexed hereto; and

2. Agree that this Consent may be signed in counterpart originals, all of which, taken together, shall constitute one Consent.

Averill Park Central School District

Print Name: _____

Title: _____

Date: _____, 2025

Bethlehem Central School District

Print Name: _____

Title: _____

Date: _____, 2025

Broadalbin-Perth Central School Dist.

Print Name: _____

Title: _____

Date: _____, 2025

Burnt Hills-Ballston Lake Central SD

Print Name: _____

Title: _____

Date: _____, 2025

Cobleskill-Richmondville Central SD

Print Name: _____

Title: _____

Date: _____, 2025

Cohoes City School District

Print Name: _____

Title: _____

Date: _____, 2025

East Greenbush Central School Dist.

Print Name: _____

Title: _____

Date: _____, 2025

Fonda-Fultonville Central School Dist.

Print Name: _____

Title: _____

Date: _____, 2025

Greater Amsterdam School District

Print Name: _____

Title: _____

Date: _____, 2025

Green Island Union Free School District

Print Name: _____

Title: _____

Date: _____, 2025

Guilderland Central School District

Print Name: _____

Title: _____

Date: _____, 2025

Hudson Falls Central School District

Print Name: _____

Title: _____

Date: _____, 2025

Middleburgh Central School District

Print Name: _____

Title: _____

Date: _____, 2025

Mohonasen Central School District

Print Name: _____

Title: _____

Date: _____, 2025

North Colonie Central School District

Print Name: _____

Title: _____

Date: _____, 2025

Ravena-Coeymans-Selkirk Central SD

Print Name: _____

Title: _____

Date: _____, 2025

Schalmont Central School District

Print Name: _____

Title: _____

Date: _____, 2025

Scotia-Glenville Central School District

Print Name: _____

Title: _____

Date: _____, 2025

South Colonie Central School District

Print Name: _____

Title: _____

Date: _____, 2025

Troy City School District

Print Name: _____

Title: _____

Date: _____, 2025

Voorheesville Central School District

Print Name: _____

Title: _____

Date: _____, 2025

SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT

TO: Susan Swartz, Superintendent
FROM: Andrew Giaquinto, School Business Manager
DATE: October 2, 2025
RE: Glendaal Outdoor Learning Pavilion



Last April, Silas Schrader (Glendaal parent and owner of a local construction company) reached out regarding the Glendaal Student Council's desire to have an outdoor learning pavilion. He provided a drawing and an anticipated budget. Since any building on school property is considered a capital project, all SED protocols must be followed. Our architect coordinates all such projects for the district. They provided a reduced fee for this project. Our Construction Manager has agreed to oversee the project on a pro-bono basis.

As required, funds and materials donated to the district (via the Glendaal Student Council) will be sent to the Board for acceptance. As funds are donated, the District will issue purchase orders and/or enter into contracts with the suppliers and contractors for completion of the work.

I have also worked with our insurance broker and ascertained that any contractors (even those volunteering services) should provide a certificate of insurance naming the district as additional insured. We are covered for the actions of volunteers if they were to cause bodily injury or property damage to others; however, injuries to the volunteers themselves would not be covered under our policies.

The anticipated budget is attached, along with a SEQR resolution prepared by our attorney. The pavilion is a Type II project and is not subject to review under the State Environmental Quality Review Act. Upon Board approval of this resolution, SEI Design will submit the required paperwork to SED for their approval of the project.

I respectfully request that this be included on the agenda for the October 6 Board of Education meeting. Upon approval, the Student Council can undertake their fundraising efforts and the SED review process can begin. Thank you.

AG/cc

Attachments

Glendaal Pavilion	ORIGINAL ESTIMATE	9/26/25 UPDATE	
Alaskan Slab Concrete	2,730.00	3,000.00	
Footing Rebar	500.00	-	included in curtis lumber price
Concrete Pump Truck	1,000.00	1,000.00	(950 per pump) only needs one pump
Pavilion (Curtis Lumber)	8,028.00	8,000.00	
Picnic Tables			range 800-6,000 but they will work on getting tables donated
Site Grading, Topsoil & Seed	5,000.00	5,000.00	
Power to Pavilion	8,500.00	-	not required by SED
A&E Fees	15,000.00	8,000.00	Reduced
	40,758.00	25,000.00	
Handicapped Walkway	??	??	this may be an SED requirement
Glendaal PTA/Other	1,000.00	2,000.00	
District Rotary Grant*		2,500.00	*approved 8/2025 - reimbursement and proj. needs to be completed by 6/30/26
Scotia Rotary Commitment	7,150.00	6,650.00	
Total anticipated donations	8,150.00	11,150.00	
ADDITIONAL FUNDING REQUIRED	32,608.00	13,850.00	

10/6 submit project to BOE for approval with SEQR resolution

October 7 - If project approved, Student Council can began fundraising.

10/7 - SEI Design submits project to SED for approval

3-6 months for SED approval

Spring/Summer of 2026 for construction??

updated 10/2/25

SEQRA RESOLUTION (Pavilion)

WHEREAS, the Board of Education of the Scotia-Glenville Central School District is considering to undertake a capital project consisting of the construction of a pavilion at the Glendaal Elementary School and associated work ("the Project"); and

WHEREAS, it is the responsibility of the Board to review, consider and recommend that certain capital projects and facility improvements are necessary and beneficial to the students and residents of the District; and

WHEREAS, the Board has determined that the Project is necessary and is in the best interests of the District's students and community; and

WHEREAS, the Board wishes to fully comply with its obligations under the State Environmental Quality Review Act ("SEQRA") and the regulations thereunder with respect to the Project; and

WHEREAS, the Board has carefully considered the nature and scope of the proposed Project; and


WHEREAS, upon review of the foregoing, the Board makes the following determinations:

1. The proposed Project involves certain renovations, upgrades, repairs, and replacements to the School District's existing buildings and grounds.
2. The Board hereby declares the School District as the Lead Agency for purposes of the State Environmental Quality Review Act (SEQRA) and regulations associated with the Proposed Action.
3. The proposed Project represents maintenance or repair involving no substantial changes in an existing structure or facility within the meaning of 6 NYCRR § 617.5(c)(1); and/or the replacement, rehabilitation or reconstruction of a structure or facility, in kind, within the meaning of 6 NYCRR § 617.5(c)(2); and/or a routine activity of an educational institution, including expansion of existing facilities by less than 10,000 square feet of gross floor area, within the meaning of 6 NYCRR § 617.5(c)(10).
4. The proposed Project will in no case have a significant adverse impact on the environment based on the criteria contained in 6 NYCRR § 617.7(c) and is not otherwise a Type I action as defined by 6 NYCRR § 617.4.
5. The proposed Project is a Type II action within the meaning of 6 NYCRR 617.5 and, therefore, is not subject to review under SEQRA and the regulations thereunder.

NOW THEREFORE BE IT RESOLVED, that the Board finds and concludes that the proposed Project is a Type II action within the meaning of 6 NYCRR 617.5 and, therefore, is not subject to review under SEQRA and the regulations thereunder.

SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT

TO: Susan Swartz, Superintendent

FROM: Andrew Giaquinto, School Business Manager 

DATE: October 2, 2025

RE: Approval of the Continuation of the Shared Services Agreement for Bus Maintenance with Burnt Hills-Ballston Lake Central School District – Commencement of a new five-year term beginning in 2026/2027

Attached please find the Updated Shared Services Agreement for Bus Maintenance between Scotia-Glenville CSD and Burnt Hills-Ballston Lake CSD (BH-BL). The initial five-year term ends on June 30, 2026. The attached agreement will extend the program for another five years.

The five-year renewal will commence in 2026-2027 and includes all provisions from the original agreement currently in place. In addition, it includes supplemental components for bus washing and bus charging. The bus washing component will be further negotiated and agreed upon via separate written amendment once BH-BL's new automated bus wash facility is installed and operational. The bus charging component will also be further negotiated and agreed upon via separate written amendment once we have electric buses and request such services while on site at BH-BL.

As per the original agreement, all fees identified in clause 5 (a, b, and c) will increase by 3 percent each year. The total cost for 2026-27 will be \$470,898. The attached spreadsheet details the expenses, associated aid, and DOT ratings for the first 5 years (year 5 information is incomplete since it is ongoing). The average net cost to the District over the first four years has been \$136,600. The 20/21 DOT rating was 93.26%, while our buses were being maintained through the BOCES shared services agreement with Niskayuna. We have continued to be rated higher while our buses are being maintained under the Burnt Hills Shared Services Agreement. This essentially means our rate of successful NYSDOT inspections has increased and less buses are being placed out of service.

The partnership with Burnt Hills continues to be largely positive. As previously stated, it is a forerunner in the State's push toward shared services and is a cost-effective and efficient collaboration of transportation services.

I respectfully request that this be included on the agenda for the October 6 Board of Education meeting. It will be on BH-BL's agenda for their October 8 meeting. Thank you.

AG/cc

Attachments

pc: C. Bisailon

**UPDATED SHARED SERVICES AGREEMENT FOR BUS MAINTENANCE SCOTIA-GLENVILLE
CENTRAL SCHOOL DISTRICT AND BURNT HILLS-BALLSTON LAKE CENTRAL SCHOOL
DISTRICT**

This Agreement is made by and between the **Board of Education of the Scotia-Glenville Central School District** ("Scotia-Glenville CSD") and the **Burnt Hills-Ballston Lake Central School District** ("Burnt Hills-Ballston Lake CSD").

WITNESSETH Burnt Hills-Ballston Lake CSD owns and operates a facility for the maintenance of school transportation vehicles at 23 Lakehill Rd, Ballston Lake, New York (the "Facility"). Scotia-Glenville CSD needs maintenance and inspection for its school transportation vehicles, requiring a site and labor source. Burnt Hills-Ballston Lake CSD has available space and resources at its Facility to provide these services. Both districts have agreed on the terms and conditions of this contract, which has been approved by the governing Boards of Education of both districts.

NOW, THEREFORE, Scotia-Glenville CSD and Burnt Hills-Ballston Lake CSD agree as follows:

1. **Provision of Services:** For the 2026-2027 school year, Scotia-Glenville CSD anticipates having approximately **forty-eight (48) vehicles** for its student transportation program (the "Vehicles"). Burnt Hills-Ballston Lake CSD agrees to provide **preventative maintenance, repair, and inspection services** for these Vehicles in accordance with all regulatory standards of the State Department of Transportation to enable Scotia-Glenville CSD to carry out its student transportation program (the "Services"). The Services will always be provided by **employees of Burnt Hills-Ballston Lake CSD**. Burnt Hills-Ballston Lake CSD is responsible for all wages, insurance, benefits, workers' compensation, disability, unemployment insurance, tax, and other withholdings, and all statutory requirements related to the employment of these individuals. These individuals will not be considered employees of Scotia-Glenville CSD.

2. **Location of Services:** The Services will be performed at the Facility by mechanics employed by Burnt Hills-Ballston Lake CSD, with the same degree of attention and care as given to vehicles owned by Burnt Hills-Ballston Lake CSD.

3. **Supervision of the Services:** An Administrator for Student Transportation and/or a Transportation Supervisor employed by Burnt Hills-Ballston Lake CSD will oversee the provision of the Services.

4. **Fees:** In consideration of the Services, Scotia-Glenville CSD agrees to pay Burnt Hills-Ballston Lake CSD on the following basis:

- a) On the first day of each month, Scotia-Glenville CSD will pay Burnt Hills-Ballston Lake CSD **\$21,736.39**, representing the expense for two and a half (2.5) full-time mechanics.
- b) On the first day of each month, Scotia-Glenville CSD will pay Burnt Hills-Ballston Lake CSD **\$4,753.03** for Burnt Hills-Ballston Lake CSD's management of the Services by its transportation director.

c) On the first day of each month, Scotia-Glenville CSD will pay Burnt Hills-Ballston Lake CSD **\$12,752.02** for its use and occupancy of the Facility.

d) Parts and materials provided to Scotia-Glenville CSD by Burnt Hills-Ballston Lake CSD will be invoiced monthly at Burnt Hills-Ballston Lake CSD's actual cost. Burnt Hills-Ballston Lake CSD must obtain Scotia-Glenville CSD's **prior written approval** before purchasing any parts or materials, other than those for routine maintenance and repair, if parts are estimated to cost **less than \$6,000 in total**. If parts for the repairs are estimated to cost **over \$6,000**, Scotia-Glenville CSD will provide written approval before any repairs are done.

Scotia-Glenville CSD will pay invoices within thirty (30) days. The Parties agree that the cost of certain **de minimis items**, including but not limited to grease, nuts, bolts, and various sprays, used by Burnt Hills-Ballston Lake CSD in providing services to Scotia-Glenville CSD under the Agreement shall **not be separately charged** to Scotia-Glenville CSD. The cost of these items shall be deemed to be **included in the set monthly fees** for services.

e) All fees identified in sections a, b, and c will be **increased by 3% per year** for each year the Agreement remains in effect.

f) If both Parties agree to purchase additional durable equipment for the Services, they will divide the cost through an increase in Scotia-Glenville CSD's annual rent (provision c), proportional to the number of vehicles serviced and amortized over the estimated useful life of the equipment.

5. Access to the Facility: Burnt Hills-Ballston Lake CSD agrees that Scotia-Glenville CSD's employees and representatives have the right to enter the Facility to review the Services, provided they abide by Burnt Hills-Ballston Lake CSD's rules and regulations for visitors.

6. Indemnification: Each Party will **defend, indemnify, and hold harmless** the other Party, its board members, administrators, and employees, from claims, damages, losses, and expenses arising from their own (or their employees' or agents') negligent or intentional acts or omissions, to the extent of their responsibility. This provision survives the Agreement's termination.

7. Insurance:

Scotia-Glenville CSD must name Burnt Hills-Ballston Lake CSD as an **additional insured on its fleet liability insurance policy** as long as the Agreement is in effect and provide a certificate of insurance before Services begin.

Burnt Hills-Ballston Lake CSD must maintain **Garage Liability** (\$1,000,000 each occurrence) and **Garagekeepers Legal Liability insurance** (\$250,000 Comprehensive & \$250,000 Collision). Scotia-Glenville CSD must be named as an additional insured on the Garagekeepers Legal Liability coverage, and Burnt Hills-Ballston Lake CSD must provide certificates of insurance before Services begin.

8. **Termination:** The Agreement may be terminated by either Party on **sixty (60) days written notice** to the other Party, or at any time by the mutual written agreement of both Parties. This Agreement's termination date is also specified as **June 30, 2031**, unless mutually agreed otherwise.

9. **Entire Agreement, Modification, Severability, Waiver:** This Agreement constitutes the entire understanding between the Parties. It can only be modified in writing. Invalid provisions will not invalidate the remainder of the Agreement. Waiver of a breach does not waive subsequent breaches.

10. **Standardization:** To the extent permitted by law, Scotia-Glenville CSD will purchase the same type of buses that Burnt Hills-Ballston Lake CSD purchases through the State of New York (e.g., buses with an international chassis) to ensure efficiency of operations.

11. **Reporting Obligations:** Scotia-Glenville CSD is responsible for reporting any potential maintenance/repair issues identified during bus drivers' pre and post trip inspection process to Burnt Hills-Ballston Lake CSD as soon as Scotia-Glenville CSD is made aware of a potential maintenance/repair issue from their driving staff. Scotia-Glenville CSD will coordinate with Burnt Hills-Ballston Lake CSD the scheduling/delivery of buses for corrective measures.

12. **Transportation of Vehicles:** Scotia-Glenville CSD is responsible for transporting all vehicles to the Facility for Services and for promptly picking them up afterward. Burnt Hills-Ballston Lake CSD will retain all maintenance records and provide copies to Scotia-Glenville CSD. Scotia-Glenville CSD will provide the necessary towing services if a vehicle requires them. If Scotia-Glenville CSD is unable to secure towing services, Burnt Hills-Ballston Lake CSD will attempt to secure them and bill Scotia-Glenville CSD for the actual cost.

13. **Bus Washing Services:** Scotia-Glenville Central School District and Burnt Hills-Ballston Lake Central School District agree to initiate Bus Washing Services when BH-BL's new automated bus wash facility is installed and operational during the term of this five-year Agreement.

Following the installation and commissioning of the automated bus wash, the Parties will promptly negotiate and agree upon a mutually acceptable cost and schedule for the service via a separate written amendment.

14. **Bus Charging Services:** Scotia-Glenville Central School District and Burnt Hills-Ballston Lake Central School District will establish terms for Bus Charging Services only if and when Scotia-Glenville requests such services for its electric school buses while they are on Burnt Hills-Ballston Lake CSD's site.

The initiation of any Bus Charging Services is conditioned upon a determination that Scotia-Glenville CSD's buses are fully compatible with the charging hardware, software, and communication protocols currently utilized by Burnt Hills-Ballston Lake Central School District

If charging services are initiated, the agreed-upon rate will be based on a cost per kWh to be determined at that time. All terms, conditions, and the final rate must be formalized through a separate, written amendment to the Inter-Municipal Agreement.

15. **Counterparts:** This Agreement may be executed in one or more counterparts, with facsimile signatures accepted as originals.

16. **Notices:** All notices must be in writing and delivered personally to the Superintendent of the respective Party or deposited with the United State Postal Service or a recognized overnight carrier.

17. **Captions:** Captions are for convenience only and do not construe the provisions.

18. **Governing Law:** The Agreement is governed by the laws of the **State of New York**.

19. **Cooperation:** The Parties agree to complete any necessary forms or other documents required by the New York State Education Department or other government entity in a timely fashion to allow a Party to receive reimbursement for the Services.

20. **Binding Effect:** Signatures represent each Party's acceptance of terms and conditions, based on proper authorizations of their Boards of Education.

21. **Appropriation of Funds:** If Scotia-Glenville CSD's governing body does not appropriate sufficient funds, the Agreement will **terminate without penalty** on the last day of the fiscal period for which funds were available. Scotia-Glenville CSD will immediately notify Burnt Hills-Ballston Lake CSD of such occurrence.

Scotia-Glenville Central School District

Burnt Hills-Ballston Lake Central School District

By: _____
Susan M. Swartz, Superintendent

By: _____
Dr. Patrick McGrath, Superintendent

BURNT HILLS-BALLSTON LAKE CSD TRANSPORTATION SHARED SERVICES AGREEMENT

	YEAR 1 21/22	YEAR 2 22/23	YEAR 3 23/24	YEAR 4 24/25	YEAR 5 25/26
MECHANICS SERVICES	225,000	231,750	238,703	245,864	253,239
MANAGEMENT OF SHARED SERVICES	49,200	50,676	52,196	53,762	55,375
FACILITY USE	132,000	135,960	140,039	144,240	148,567
TOTAL CONTRACT	406,200	418,386	430,938	443,866	457,182

3% increase

3% increase

3% increase

3% increase

BUS PARTS	41,871	28,135	47,822	50,931	
BUS REPAIRS	0	10,455	0	0	
TIRES	0	9,491	16,055	15,392	

GRAND TOTAL	448,071	466,467	494,815	510,189	457,182
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AID RATIO	0.714	0.706	0.727	0.711	
AID RECEIVED	319,923	329,325	359,730	362,744	
NET COST TO DISTRICT	128,148	137,141	135,084	147,445	

DOT RATING	93.55%	97.83%	96.04%	96.30%	TBD
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Memorandum of Agreement

By and Between

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

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

WHEREAS, the District and the SGTA are parties to a collective bargaining agreement (CBA) dated July 1, 2021 – June 30, 2024;

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

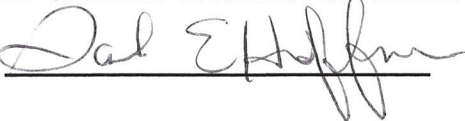
1. Jacqueline Cubano, a member of the Scotia-Glenville Teachers Association, shall be paid the sum of two thousand and five hundred dollars (\$2500), intended to cover the period of September 1, 2025, through June 30, 2026, in recognition of duties associated for providing Medicaid supervision.
2. All 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: 10/6/2025

Scotia-Glenville Employee

By: _____

Date: _____

SCOTIA-GLENVILLE SCHOOL DISTRICT
Scotia, NY

INDIVIDUALS REQUIRING CELL PHONES THAT WILL BE PROVIDED AN ALLOWANCE
PER MONTH AS INDICATED

Susan Swartz	Superintendent	\$75.00
Rick Arket	Assistant Superintendent for Curriculum & Instruction	\$45.00
Andrew Giaquinto	School Business Manager	\$45.00
Anthony Peconie	Interim Director of Pupil Personnel Services	\$45.00
Peter Bednarek	Principal, High School	\$45.00
Robert Cosmer	Principal, Middle School	\$45.00
Tom Eagan	Principal, Glendaal	\$45.00
Andrea Polikoski	Principal, Glen-Worden	\$45.00
Tonya Federico	Principal, Sacandaga	\$45.00
John Geniti	Principal, Lincoln	\$45.00
Marci Tebanno	Interim Athletic Director	\$45.00
Megan Johnson	Director of Technology	\$45.00
Matt Hubbell	K-12 Director of Science & Math	\$25.00
Marissa Gordon	K-12 Director of English & Social Studies	\$25.00
Nancy Lussier	Director of Fine Arts	\$25.00
Clara Bisailon	Transportation Supervisor	\$25.00
Pete Zwack	Facilities Director	\$25.00
Dennis Cooper	Facilities Director	\$25.00
Lyndsey Gerke	Middle School Nurse	\$25.00

HOME DEPOT AUTHORIZED USERS

PETER ZWACK

MARK CARY V

DOUG LAUSER

DENNIS COOPER

KYLE GARCELON

MICHELE DOANE

TREVOR COOPER

JASON DICAPRIO

MATT HUBBELL

LANCE KEATING

WILLIAM BANKS

10/06/25

LOWE'S AUTHORIZED USERS

PETER ZWACK

MARK CARY V

DOUG LAUSER

DENNIS COOPER

KYLE GARCELON

MICHELE DOANE

TREVOR COOPER

JASON DICAPRIO

MATT HUBBELL

LANCE KEATING

WILLIAM BANKS

10/06/25

Board of Education Policy Changes – (Worked on for past few years)

These changes are changes needed to be up to date with current procedure.

Policy #1230

Current Version

1230 PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board of Education encourages public participation on school related matters at board meetings. To allow for public participation, a period not to exceed 30-minutes shall be set aside during the first part of each Board Meeting. The period may be extended by a majority vote of the Board.

Persons wishing to address the Board shall file a written request with the central office by the close of business the day of the meeting. The request shall include the name of the speaker, the address, telephone number, name of the organization represented (if any) and a brief description of the topic to be addressed. Any group or organization wishing to address the Board must identify a single spokesperson.

The order of precedence among speakers shall be determined according to the priority of written requests filed with the central office prior to the meeting. A five minute time frame will be allocated to each speaker who files a written request. Speakers may comment on matters related to school district business.

The Board may restrict discussion if deemed necessary to

protect the privacy of students or district personnel. Persons wishing to discuss matters involving individual district personnel or students should present their comments and/or concerns to the Superintendent during regular business hours. All speakers are to conduct themselves in a civil manner. Obscene language, libelous statements, threats of violence, statements advocating racial, religious, or other forms of prejudice will not be tolerated.

In the event that the 30-minute period has not been expended, then any person in the audience may request to speak at the meeting by a show of hands at that time. However, they shall be limited to five-minutes.

Persons making presentations at a Board meeting will address remarks to the President and may direct questions or comments to Board members or other district officials only upon the approval of the President. Board members and the Superintendent shall have the privilege of asking questions of any person who addresses the Board.

Questions and comments from the public concerning matters which are not on the agenda will be taken under consideration and referred to the Superintendent for appropriate action.

Persons wishing to have matters included on the agenda shall contact the Superintendent in accordance with Policy 2342,

Agenda Preparation and Dissemination.

The President shall be responsible for the orderly conduct of the meeting and shall rule on such matters as the time to be allowed for public discussion and the appropriateness of the subject being presented. The President shall have the right to discontinue any presentation which violates this policy.

Adopted December 8, 1986

Revised October 19, 1987

Revised January 7, 2002

Updated Version

1230 PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board of Education encourages public participation on school related matters at board meetings. To allow for public participation, a period not to exceed 30-minutes may be set aside during the first **and/or last** part of each Board Meeting. The period may be extended by a majority vote of the Board.

A five minute time frame will be allocated to each speaker unless they request more prior to the meeting in writing. Speakers may comment on matters related to school district business. The Board may restrict discussion if deemed necessary and legally permissible to protect the privacy of students or district personnel. Persons wishing to discuss matters involving individual district personnel or students should present their comments and/or concerns to the Superintendent during regular business hours. All speakers are to conduct themselves in a civil manner. Obscene language, libelous statements, threats of violence, statements advocating racial, religious, or other forms of prejudice will not be tolerated. (Moved from 3rd paragraph to here)

Persons wishing to address the Board **for more than 5 minutes** shall file a written request with the central office by the close of business the day of the meeting. The request shall include the name of the speaker, the address, telephone number, name of the organization represented (if any) and a brief description of the topic to be addressed. Any group or organization wishing to address the Board must identify a single

spokesperson.

The order of precedence among speakers shall be determined according to the priority of written requests filed with the central office prior to the meeting. (Removed from here and moved up to 2nd paragraph, stand alone)

In the event that the 30-minute period has not been expended, then any person in the audience may request to speak at the meeting by a show of hands at that time. However, they shall be limited to five-minutes.

Persons making presentations at a Board meeting will address remarks to the President and may direct questions or comments to Board members or other district officials only upon the approval of the President. Board members and the Superintendent shall have the privilege of asking questions of any person who addresses the Board.

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Adopted December 8, 1986

Revised October 19, 1987

Revised January 7, 2002

Revised October 6, 2025

Policy #1500

Current Policy Being reviewed by the Business Office

Application for Use of District Facilities

A. All applications for use of school facilities shall be made in writing and submitted to the Business Office at least 30 days prior to the date of the requested use. A permit application is available in the Business Office.

B. The applicant must clearly and completely describe the intended use of the direct facility in the application.

C. The applicant must review this policy prior to submitting the application. All applications must be signed by an authorized agent of the group or organization requesting use. The applicant's signature on the application shall attest to the group or organization's intent to comply with all Board policies and regulations and to use the district facilities strictly in accordance with District policies.

D. All applicants must agree to assume responsibility for all damages resulting from its use of district facilities. Proof of adequate insurance must be provided by the applicant at least 10 days before the date of the requested use.

E. Permits shall be valid only for the facility use, dates and time specified in the permit. No adjustment to the permit is allowed except with the prior written approval of the Superintendent. Permits shall not be transferrable.

F. The Superintendent is authorized to alter or cancel any permit if it becomes necessary to use the facility for school purposes or for other justifiable reason.

G. With regard to scheduling activities, the district retains the right to give preference to groups and organizations which are associated with or sponsored by the district.

H. Issuance of a permit shall not limit the right of access to the facility by district staff.

Ref: Education Law §414

Adopted October 19, 1987

Revised January 7, 2002

Updated Policy

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C. The applicant must review this policy prior to submitting the application. All applications must be signed by an authorized agent of the group or organization requesting use. The applicant's signature on the application shall attest to the group or organization's intent to comply with all Board policies

and regulations and to use the district facilities strictly in accordance with District policies.

D. All applicants must agree to assume responsibility for all damages resulting from its use of district facilities. Proof of adequate insurance must be provided by the applicant at least 10 days before the date of the requested use.

E. Permits shall be valid only for the facility use, dates and time specified in the permit. No adjustment to the permit is allowed except with the prior written approval of the Superintendent. Permits shall not be transferrable.

F. The Superintendent is authorized to alter or cancel any permit if it becomes necessary to use the facility for school purposes or for other justifiable reason.

G. With regard to scheduling activities, the district retains the right to give preference to groups and organizations which are associated with or sponsored by the district.

H. Issuance of a permit shall not limit the right of access to the facility by district staff.

Ref: Education Law §414

Adopted October 19, 1987

Revised January 7, 2002

Revised October 6, 2025

Policy #2120.2

Current Policy

2120.2 VOTING PROCEDURES

Eligibility to Vote

A person shall be entitled to vote in any school district matters placed upon the official ballot, if such person is:

1. a citizen of the United States
2. at least 18 years of age
3. a resident within the school district for a period of 30 days next preceding the election at which such person desires to vote
4. qualified to register or is registered to vote in accord with section 5-106 of the Election Law which excludes:
 - a) those convicted felons who have not been pardoned or had their rights of citizenship restored, those whose maximum sentence of imprisonment has not expired, and/or those who have not been discharged from parole
 - b) persons adjudged mentally incompetent by a court
5. listed upon current voter registration lists maintained by the local Board of Elections or properly registered to vote within the school district. In such districts, the Board of Education shall appoint a Board of Registration and shall designate the registration place and hours for district residents.

Challenges to voters believed unqualified to vote may be undertaken pursuant to Education Law provisions. Each annual or special election or meeting shall have a presiding chairman appointed by the Board. Such chairman shall have the responsibility of properly handling any challenges to the qualification of any voter.

Voting

Voting machines shall be used for recording the votes on all elections, budget votes, and votes on propositions. The only exception to the use of voting machines shall be an emergency situation whereby the machines are unavailable due to a mechanical failure or state or local law prohibiting their use. If this should arise, paper ballots will be used.

Each voting machine shall have at least two election inspectors appointed by the Board in attendance during all voting hours. It shall be the duty of the District Clerk and assistant clerk or clerks to keep a poll list containing the name and legal residence of each person before such person is permitted to vote.

Entering a voting machine with another person is prohibited, except upon the request of a voter, in which case an election inspector shall be allowed to enter the voting machine with that voter for the sole purpose of assisting that person in the actual manipulation of the voting machine. The election inspector shall not advise or induce such voter to vote on any proposition or candidate and the election inspector shall never reveal the vote(s) recorded by the voter to any other person at any time.

Write-in ballot slots are required. Ballots containing the names of nominated candidates will be provided by the Board. On a paper ballot, one blank space will be provided under the name of the last candidate for each office so that voters may vote for candidates who have not been nominated for the offices to be filled at the election. There will be as many write-in slots as there are vacancies at the time of election.

In writing, with a black lead pencil, of a name in the blank space so provided, will sufficiently indicate a vote. The district cannot require a voter to place any other mark beside the name of a write-in candidate.

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Absentee Ballots

The Board provides for the use of absentee ballots for voting. Such ballots shall be available for the election of members to the Board of Education, the adoption of the school district budget and on questions and propositions submitted to the voters of the district. The application must be received by the day before the election, if the ballot is to be mailed to the voter, or the application must be received by the day before the election, if the ballot is to be personally delivered. The application must be completed and returned, and the individual must verify therein that he/she meets all voting requirements, and explain the reason for his/her inability to appear in person to vote.

In particular, the individual must explain that they will be unable to appear to vote in person on the day of the school district election because:

1. they will be a patient in a hospital, or unable to appear personally at the polling place on such day because of illness or physical disability
2. their duties, occupation, business or studies will require them to be outside of the county or city of their residence in such day
3. they will be on vacation outside the county or city of their residence on such day
4. they will be detained in jail awaiting action by a grand jury, awaiting trial, or is confined in prison after conviction for an offense other than a felony.

The district shall request registration lists from the Board of Elections for those voters whose registration record has been marked “permanently disabled” and shall automatically mail absentee ballots to such voters in advance of each district vote or election.

Ref: Education Law §2012;2014;2018;2018-a;2018-b;
2018-c;2019; 2019-a;2020; 2025; 2032 (2)(e);
2035;2037;2603;2607;2610;2613
Education Law §§3-224; 5-106; 5-612; 5-400; 5-406
Matter of Rodriguez, 31 EDR 471 (1992)
Matter of Gretszy, 31 EDR 90 (1991)
Matter of Ferro, 25 EDR 175 (1985)
Matter of Manno and Maloney, 23 EDR 172 (1983)
Matter of Yost, 21 EDR 140 (1981)
Matter of Alpert and Helmer, 20 EDR 281 (1980)
Matter of Reigler and Barton, 16 EDR 256 (1977)
Adopted February 11, 2002

Updated Policy

2120.2 VOTING PROCEDURES

Eligibility to Vote

A person shall be entitled to vote in any school district matters placed upon the official ballot, if such person is:

1. a citizen of the United States
2. at least 18 years of age
3. a resident within the school district for a period of 30 days next preceding the election at which such person desires to vote
4. qualified to register or is registered to vote in accord with section 5-106 of the Election Law which excludes:
 - a) those convicted felons who have not been pardoned or had their rights of citizenship restored, those whose maximum sentence of imprisonment has not expired, and/or those who have not been discharged from parole
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5. listed upon current voter registration lists maintained by the local Board of Elections or properly registered to vote

within the school district. In such districts, the Board of Education shall appoint a Board of Registration and shall designate the registration place and hours for district residents.

Challenges to voters believed unqualified to vote may be undertaken pursuant to Education Law provisions. Each annual or special election or meeting shall have a presiding chairman appointed by the Board. Such chairman shall have the responsibility of properly handling any challenges to the qualification of any voter.

~~Voting~~—Remove entire section

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In particular, the individual must explain that they will be unable to appear to vote in person on the day of the school district election because:

1. they will be a patient in a hospital, or unable to appear personally at the polling place on such day because of illness or physical disability

2. their duties, occupation, business or studies will require them to be outside of the county or city of their residence in such day
3. they will be on vacation outside the county or city of their residence on such day
4. they will be detained in jail awaiting action by a grand jury, awaiting trial, or is confined in prison after conviction for an offense other than a felony.

The district shall request registration lists from the Board of Elections for those voters whose registration record has been marked “permanently disabled” and shall automatically mail absentee ballots to such voters in advance of each district vote or election.

Ref: Education Law §2012;2014;2018;2018-a;2018-b;
2018-c;2019; 2019-a;2020; 2025; 2032 (2)(e);
2035;2037;2603;2607;2610;2613

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Matter of Ferro, 25 EDR 175 (1985)

Matter of Manno and Maloney, 23 EDR 172 (1983)

Matter of Yost, 21 EDR 140 (1981)

Matter of Alpert and Helmer, 20 EDR 281 (1980)

Matter of Reigler and Barton, 16 EDR 256 (1977)

Adopted February 11, 2002

Updated October 6, 2025

Policy #2160-R

Current Policy

2160-R SCHOOL DISTRICT OFFICER AND EMPLOYEE CODE OF ETHICS

Pursuant to the provisions of Section 806 of the General Municipal Law, the Board of Education of the Scotia-Glenville Central School District recognizes that there are rules of ethical conduct for the public officers and employees which must be observed if a high degree of moral conduct is to be obtained and if public confidence is to be maintained in the school district. It is the purpose of this resolution to promulgate these rules of ethical conduct for the officers and employees of the Scotia-Glenville Central School District. These rules of ethical conduct of this resolution as adopted, shall not conflict with, but shall be in addition to any prohibition of Article 18 of the General Municipal Law or any other general or special law relating to the ethical conduct and interest in contracts of school district officers and employees. Therefore, every officer and employee of the district, whether paid or unpaid, including members of the Board of Education, shall adhere to the following code of conduct:

1. Gifts: An officer or employee shall not directly or indirectly solicit any gift or accept or receive any gift having a value of \$25 or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence them in the performance of their official duties or was intended as a reward for any official action in their part.

However, the Board welcomes and encourages the writing of letters or notes expressing gratitude or appreciation to staff

members. Gifts from children that are principally sentimental in nature and of insignificant financial value may be accepted in the spirit in which they are given.

2. Confidential information: An officer or employee shall not disclose confidential information acquired by them in the course of their official duties or use such information to further his or her personal interest. In addition, he/she shall not disclose information regarding any matters discussed in an executive session of the Board whether such information is deemed confidential or not

3. Representation before the Board: An officer or employee shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered in retaliation to any matter before the school district.

4. Representation before the Board: An officer or employee shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before the school district, whereby the compensation is to be dependent or contingent upon any action by the school district with respect to such matter, provided that this paragraph shall not prohibit the fixing at any time of fees based upon the reasonable value of the services rendered.

5. Disclosure of interest in matters before the Board: A member of the Board of Education and any officer or employee of the district, whether paid or unpaid, who participates in the discussion or gives official opinion to the Board on any matter before the Board shall publicly disclose on the official record of the nature and extent of any direct or indirect financial or other private interest he or she has in such matter. The term "interest" means a pecuniary or material benefit accruing to an officer or employee.

6. Investments in conflict with official duties: An officer or employee shall not invest or hold any investment directly in

any financial, business, commercial or other private transaction that creates a conflict with official duties.

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7. Private employment: An officer or employee shall not engage in, solicit, negotiate for or promise to accept private employment when that employment or service creates a conflict with or impairs the proper discharge of their official duties.

8. Future employment: An officer or employee shall not, after the termination of service or employment with the Board, appear before the Board or any panel or committee of the Board, in relation to any case, proceeding or application in which they personally participated during the period of their service or employment or that was under their active consideration. This shall not bar or prevent the timely filing by a present or former officer or employee of any claim, account, demand or suit against the district on their own behalf or on behalf of any member of their family arising out of any personal injury or property damage or any lawful benefit authorized or permitted by law.

9. Special Privileges: An officer or employee shall not use or attempt to use their official position to secure unwarranted privileges or exemptions for themselves or others.

10. General Conduct: An officer or employee shall endeavor to act in a manner in keeping with their position of public trust and this Code of Ethics.

Distribution of Code of Ethics

The Superintendent shall cause a copy of this Code of Ethics to be distributed to every officer and employee of the school district. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of their office or employment. In addition, the Superintendent shall ensure that a copy of Article 18 of the General Municipal Law shall be kept posted in each public

building under the district's jurisdiction in a place conspicuous to the district's officers and employees.

Penalties

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of the Board's code of ethics and its accompanying regulation may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.

Ref: General Municipal Law §§

Adopted October 7, 2002

Updated October 6, 2025

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Updated Policy

2160-R SCHOOL DISTRICT OFFICER AND EMPLOYEE CODE OF ETHICS

Pursuant to the provisions of Section 806 of the General Municipal Law, the Board of Education of the Scotia-Glenville Central School District recognizes that there are rules of ethical conduct for the public officers and employees which must be observed if a high degree of moral conduct is to be obtained and if public confidence is to be maintained in the school district. It is the purpose of this resolution to promulgate these rules of ethical conduct for the officers and employees of the Scotia-Glenville Central School District. These rules of ethical conduct of this resolution as adopted, shall not conflict with, but shall be in addition to any prohibition of Article 18 of the General Municipal Law or any other general or special law relating to the ethical conduct and interest in contracts of school district officers and employees.

Therefore, every officer and employee of the district, whether paid or unpaid, including members of the Board of Education, shall adhere to the following code of conduct:

1. Gifts: An officer or employee shall not directly or indirectly solicit any gift or accept or receive any gift having a value of the **state limit** or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence them in the performance of thier official duties or was intended as a reward for any official action in their part. However, the Board welcomes and encourages the writing of letters or notes expressing gratitude or appreciation to staff members. Gifts from children that are principally sentimental in nature and of insignificant financial value may be accepted in the spirit in which they are given.

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time of fees based upon the reasonable value of the services rendered.

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Penalties

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of the Board's code of ethics and its accompanying regulation may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.

Ref: General Municipal Law §§

Adopted October 7, 2002

Updated October 6, 2025

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Policy #2220

Current Policy

2220 BOARD OFFICERS

The President and Vice President of the Board of Education shall be elected by members of the Board at the annual reorganizational meeting in July.

Duties of the President of the Board

The duties of the President of the Board shall be as follows:

1. to preside at all meetings
2. to act as chief fiscal officer of the Board
3. to execute all documents on behalf of the Board
4. to appoint all standing and ad hoc committees; to act as an ex-officio member of all committees
5. to call special meetings he/she considers necessary or on request of one member of the Board

Duties of the Vice-President

The Vice-President shall be authorized to act for the President in case of the President's absence or inability to act, within statutory limitations.

Ref: New York State Constitution, Article 13 §2

Local Finance Law §2.00(5) (e)

Education Law §§1709; 2105(6); 2502; 2504; 2553; 2563; 2590-b

Adopted November 9, 1987

Revised October 7, 2002

Reviewed September 10, 2012

Updated Policy

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1. to preside at all meetings
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4. to appoint all standing and ad hoc committees; to act as an ex-officio member of all committees
5. to call special meetings he/she considers necessary or on request of one member of the Board

Duties of the Vice-President

The Vice-President shall be authorized to act for the President in case of the President's absence or inability to act, within statutory limitations.

If both the president and vice president are absent from any properly scheduled meeting, the meeting shall be presided over by a member determined by majority vote of the members in attendance.

Ref: New York State Constitution, Article 13 §2

Local Finance Law §2.00(5) (e)

Education Law §§1709; 2105(6); 2502; 2504; 2553; 2563; 2590-b

Adopted November 9, 1987

Revised October 7, 2002

Reviewed September 10, 2012

Updated October 6, 2025

Policy #2281

Current Policy

2281 APPOINTMENT AND CONDITIONS OF SERVICE OF IMPARTIAL HEARING OFFICERS

Appointment

The Board of Education shall annually appoint those individuals certified by the Education Department who have expressed a willingness to serve as impartial hearing officers within the Scotia-Glenville District. Upon a request for an impartial hearing for a student with disabilities pursuant to state and federal laws and regulations, the Clerk of the Board shall select an impartial hearing officer from the Board-approved list in rotational order.

Conditions of Service

The District will be responsible for compensating the Impartial Hearing Officer for pre-hearing, and post-hearing activities at the rate agreed upon at the time of the Impartial Hearing Officer's appointment. The rate of compensation may not exceed \$80 per hour with the maximum, daily amount not to exceed \$500. The final rate will be consistent with the going rate in the region. There is no daily maximum of hours for pre-hearing, hearing and post-hearing activities.

Compensation for hearing related activities (e.g., duplication, travel, telephone, etc.) is understood to be included in the daily rate. No allowance shall be made for overnight lodging except with prior written approval for the District.

Adopted July 14, 1997

Revised December 11, 2000

Revised January 9, 2012

Adopted January 23, 2012

Updated Policy

2281 APPOINTMENT AND CONDITIONS OF SERVICE OF IMPARTIAL HEARING OFFICERS

Appointment

The Board of Education shall annually appoint those individuals certified by the Education Department who have expressed a willingness to serve as impartial hearing officers within the Scotia-Glenville District. Upon a request for an impartial hearing for a student with disabilities pursuant to state and federal laws and regulations, the Clerk of the Board shall select an impartial hearing officer from the Board-approved list in rotational order.

Conditions of Service

The District will be responsible for compensating the Impartial Hearing Officer for pre-hearing, and post-hearing activities at the rate agreed upon at the time of the Impartial Hearing Officer's appointment. The rate of compensation may not exceed **the state allowable limits**. The final rate will be consistent with the going rate in the region. There is no daily maximum of hours for pre-hearing, hearing and post-hearing activities. Compensation for hearing related activities (e.g., duplication, travel, telephone, etc.) is understood to be included in the daily rate. No allowance shall be made for overnight lodging except with prior written approval for the District.

Adopted July 14, 1997

Revised December 11, 2000

Revised January 9, 2012

Adopted January 23, 2012

Updated October 6, 2025

Policy #2310

Current Policy

2310 REGULAR MEETINGS

Regular Board of Education meetings shall be adopted at the reorganization meeting and are normally held at designated district facility on the 2nd Monday of each month at 7:00 p.m., unless otherwise announced.

Adopted November 9, 1987

Revised September 27, 2010

Revised July 11, 2011

Updated Policy

2310 REGULAR MEETINGS

Regular Board of Education meetings shall be adopted at the reorganization meeting and are normally held at designated district facility on the 2nd & 4th Monday of each month at 7:00 p.m., unless otherwise announced.

Adopted November 9, 1987

Revised September 27, 2010

Revised July 11, 2011

Updated October 6, 2025

Policy #2341

Current Policy

2341 AGENDA FORMAT

The Board of Education shall adopt an order of business for all regular meetings. At the beginning and end of each meeting, members of the public will be afforded an opportunity for a hearing.

If a hearing is requested prior to the meeting, a five (5) minute time limit will be afforded the speaker; otherwise, a three (3) minute limit is set.

Adopted November 9, 1987

Updated Policy

2341 AGENDA FORMAT

The Board of Education shall adopt an order of business for all regular meetings. ~~At the beginning and end of each meeting, members of the public will be afforded an opportunity for a hearing.~~

~~If a hearing is requested prior to the meeting, a five (5) minute time limit will be afforded the speaker; otherwise, a three (3) minute limit is set.~~ See Policy 1230

Adopted November 9, 1987

Updated October 6, 2025

Policy # 2360

Current Policy

2360 MINUTES

Minutes of Board of Education meetings shall list all board members and staff present and all citizens requesting and allowed to be heard at the meeting. The minutes shall cover all actions taken by the Board of Education and also any individual statement specifically requested by a Board member or the Superintendent to be entered in the minutes.

Minutes shall be taken in written form by the Clerk of the Board. These minutes shall be presented for approval at the next regular Board of Education meeting, and upon approval, shall constitute the legal record of the meeting. It shall be the intent of the Board of Education that corrections to the minutes will be made at the next regular meeting.

Adopted November 9, 1987

First Reading February 8, 2016

Adopted February 22, 2016

Updated Policy

2360 MINUTES

Minutes of Board of Education meetings shall list all board members, **staff addressing the board and** all citizens requesting and allowed to be heard at the meeting. The minutes shall cover all actions taken by the Board of Education and also any individual statement specifically requested by a Board member or the Superintendent to be entered in the minutes.

Minutes shall be taken in written form by the Clerk of the Board. These minutes shall be presented for approval at the next regular Board of Education meeting, and upon approval, shall constitute the legal record of the meeting. It shall be the intent of the Board of Education that corrections to the minutes will be made at the next regular meeting.

Adopted November 9, 1987

First Reading February 8, 2016

Adopted February 22, 2016

Updated October 6, 2025

Policy #6252

Current Policy

6252 GATE RECEIPTS AND ADMISSIONS

An admission fee for varsity athletic events as determined by the Superintendent will be charged as follows:

1. \$2.00 for adults;
2. \$1.00 for students, grades 7-12, and K-6 if not accompanied by an adult;
3. \$0.50 for students, grades K-6, if accompanied by an adult.

No admission fee shall be required from:

1. any child of preschool age accompanied by an adult;
2. senior citizens with Senior Citizen Pass issued by Scotia-Glenville Central Schools (except sellouts);
3. officials working the game;
4. bus drivers for the participating schools, if in uniform, and the coaches; and/or
5. cheerleaders of participating schools, if in uniform, and the coaches; and/or
6. Booster Club members performing volunteer work in connection with that event.

Adopted November 14, 1988

Revised July 9, 1990

Updated Policy

An admission fee for varsity athletic events as determined by the Superintendent will be charged as follows:

1. \$3.00 - Adults
2. \$2.00 - Students/Senior Citizens
3. \$5.00 - Family

No admission fee shall be required from:

1. Children under 5 years of age

2. Senior Citizens with Senior Citizen Pass issued by Scotia-Glenville Central Schools (except sellouts)
3. Officials working the game
5. Cheerleaders of participating schools, if applicable
6. Concession stand workers

Adopted November 14, 1988

Revised July 9, 1990

Updated October 6, 2025

Policy # 8331

Current Policy

8331 USE OF CELL PHONES

The Board of Education recognizes that certain district employees will be required to carry district-owned cell phones in order to meet their job responsibilities. Such phones should be provided only when a less costly alternative (e.g., paper, radio) is not available or is not appropriate in the circumstances.

A list of job titles requiring district-owned cell phones shall be maintained in the Business Office and reported to the Board for its approval each year at its organizational meeting in July. All cellular telephone contracts shall be secured through the appropriate purchasing process (e.g., competitive bid, State Contract, RFP process) and shall be subject to review and approval by the Board.

In the event an employee uses a district- owned cell phone for other than business purposes, he/she shall keep such call to a reasonable length and reimburse the district for such non-business calls within 15 days' notice if expenses are incurred under such service plan.

As with any district-owned equipment, employees must take proper care of cell phones and take all reasonable precautions against damage, loss, or theft. Any damage, loss or theft must be reported immediately to the Business Office. Since employees are responsible for the safe return of the of district-owned cell phones, employees who use district-owned cell phones may be liable for damages or losses which occur during the period of its use.

Other district employees requiring a phone will be provided an annual allowance which will be set at the annual organizational meeting each year. A list of job titles in this category along with the allowance amount will be maintained in the Business Office and reported to the Board for its approval each year at its organizational meeting in July.

At least once per year, the Business Office shall evaluate and report to the Board on the cost effectiveness of the district's cellular telephone plan.

Adopted June 27, 2005

Revised August 3, 2010

Updated Policy

8331 USE OF CELL PHONES

~~The Board of Education recognizes that certain district employees will be required to carry district-owned cell phones in order to meet their job responsibilities. Such~~

~~phones should be provided only when a less costly alternative (e.g., paper, radio) is not available or is not appropriate in the circumstances.~~

~~A list of job titles requiring district-owned cell phones shall be maintained in the Business Office and reported to the Board for its approval each year at its organizational meeting in July. All cellular telephone contracts shall be secured through the appropriate purchasing process (e.g., competitive bid, State Contract, RFP process) and shall be subject to review and approval by the Board.~~

~~In the event an employee uses a district-owned cell phone for other than business purposes, he/she shall keep such call to a reasonable length and reimburse the district for such non-business calls within 15 days notice if expenses are incurred under such service plan.~~

~~As with any district-owned equipment, employees must take proper care of cell phones and take all reasonable precautions against damage, loss, or theft. Any damage, loss or theft must be reported immediately to the Business Office. Since employees are responsible for the safe return of the district-owned cell phones, employees who use district-owned cell phones may be liable for damages or losses which occur during the period of its use.~~

~~Other~~ District employees requiring a phone will be provided an annual allowance which will be set at the annual organizational meeting each year. A list of job titles in this category along with the allowance amount will be maintained in the Business Office and reported to the Board for its approval each year at its organizational meeting in July.

At least once per year, the Business Office shall evaluate and review the cell phone list and update that list with the Board at the organizational meeting.

Adopted June 27, 2005

Revised August 3, 2010

Revised October 6, 2025

Board of Education Policy Changes – (Worked on for past few years)

These changes are changes being requested by the Board of Education Policy Committee. Needs 1st read and adoption

Policy #2110

Current Policy

2110 SCHOOL BOARD POWERS AND DUTIES

The powers and duties of school boards are fully outlined in Section 1709 of the Education Law. Duties of the Board of Education members shall include but not be limited to:

- a. Attend all regular meetings and special meetings
- b. Assist in determining the need and providing the facilities, personnel, and materials to maintain the educational programs desired
- c. Maintain a close working relationship with fellow Board of Education members, the Superintendent, principals, and other educational bodies
- d. Represent the Board of Education when requested to do so
- e. Recruitment and appointment of the Superintendent
- f. Assist in developing, with the Superintendent, a communication system to keep the Board of Education informed of impending needs and problems
- g. Approval of Annual budget
- h. Approval of Annual District Audit and fiscal practices
- i. Participate in developing, reviewing, and updating the Policy Manual for the direction of the school district staff.

Adopted November 9, 1987

Adopted October 7, 2002

Reviewed September 10, 2012

Updated Policy

2110 SCHOOL BOARD POWERS AND DUTIES

The powers and duties of school boards are fully outlined in Section 1709 of the Education Law. Duties of the Board of Education members shall include but not be limited to:

- a. Attend all regular meetings and special meetings
- b. Assist in determining the need and providing the facilities, personnel, and materials to maintain the educational programs desired
- c. Maintain a close working relationship with fellow Board of Education members, the Superintendent, principals, and other educational bodies
- d. Represent the Board of Education when requested to do so
- e. Recruitment and appointment of the Superintendent
- f. Assist in developing, with the Superintendent, a communication system to keep the Board of Education informed of impending needs and problems
- g. **Refinement and** Approval of Annual budget
- h. Approval of Annual District Audit and fiscal practices
- i. Participate in developing, reviewing, and updating the Policy Manual for the direction of the school district staff.

Adopted November 9, 1987

Adopted October 7, 2002

Reviewed September 10, 2012

Policy #2240

Current Policy

2240 BOARD OF EDUCATION – SUPERINTENDENT RELATIONSHIP

The Board of Education is primarily a policy-making body. The Board of Education delegates the responsibility for the administration of the Policy Manual to the Superintendent. Delegation by the Board of Education of its executive powers to the Superintendent provides freedom for the Superintendent to manage the school within the Board's policies and frees the Board to devote its time to policymaking and appraisal functions. The Board holds the Superintendent responsible for the administration of its policies, the execution of Board decisions, the operation of the internal machinery designed to serve the educational programs and for keeping the Board informed about district operations and problems.

Adopted November 9, 1987

Revised October 7, 2002

Revised November 26, 2012

[Back to the top](#)

Updated Policy

2240 BOARD OF EDUCATION – SUPERINTENDENT RELATIONSHIP

The Board of Education is primarily a policy-making body. The Board of Education delegates the responsibility for the administration of the Policy Manual to the Superintendent. Delegation by the Board of Education of its executive powers to the Superintendent provides freedom to the Superintendent to

manage the school within the Board's policies and frees the Board to devote its time to policymaking, **governance, oversight** and appraisal functions.

The Board holds the Superintendent responsible for the administration of its policies, the execution of Board decisions, the operation of the internal machinery designed to serve the educational programs and for keeping the Board informed about district operations and problems. **The Superintendent shall be delegated the authority to take necessary action in circumstances not governed by Board Policy and shall report any such action to the Board at the first regular Board meeting following the action.** The Superintendent shall have a seat on the Board and shall have the right to speak on all matters at the meeting of the Board, but shall have no vote, nor seek to influence votes by withholding or providing information to select Board members.

Add here:

Adopted November 9, 1987

Revised October 7, 2002

Revised November 26, 2012

Revised October 6, 2025

Policy #5020

Current Policy

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 Predlice Parkway

Scotia, NY 12302

518-347-3600 ext. 72100

[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 Predlice Parkway

Scotia, NY 12302

518-347-3600 ext 73100

[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

Updated Policy

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, **sexual orientation, gender identity, including the status of being transgender**, 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 Predlice 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 Predlice 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

Revise October 6, 2025

Scotia-Glenville Central School District



RESOLUTION REGARDING THE ACCEPTANCE OF THE Dominic Pliskowski – Sight Society of Northeastern New York Memorial Scholarship

WHEREAS, The Sight Society of Northeastern New York would like to establish the Dominic Pliskowski – Sight Society of Northeastern New York Memorial Scholarship

WHEREAS, criteria has been set up governing the administration of the Funds, a copy of which is attached; now, there be it

RESOLVED, that the Board of Education approves the establishment of the Dominic Pliskowski – Sight Society of Northeastern New York Memorial Scholarship, in accordance with the criteria established, and, be it further

RESOLVED, that the Board of Education hereby expresses its appreciation to The Sight Society of Northeastern New York.

Susan Swartz
Superintendent of Schools

Hal Talbot
President, Board of Education

Scotia-Glenville High School
1 Tartan Way
Scotia, NY 12302

1. Award Donor:

The Sight Society of Northeastern New York

2. Date Award was established:

2026

3. Value of Award:

\$1,000

4. Will funds be held by the district in an Awards Account or sent in annually by Donor:

Held by Donor

5. *How will the Scholarship Recipient be chosen, by the Donor or the High School Scholarship Committee? (Please note that the High School Scholarship Committee will consist of the High School Principal, a Guidance Counselor, teacher(s) and a community member).*

We would like Scholarship Committee to provide us with the top 5 candidates so that we can choose the recipient

6. Student Eligibility Requirements and criteria?

- Students pursuing Accounting, Business Management, or Medicine.
- GPA over 3.0
- Activities outside the classroom such as clubs and community activities that demonstrate initiative and responsibility

- Participation in Arts, Music, or Sports
- Students that wish to enroll in the military before college will be considered.

7. If this is a memorial scholarship in honor of an individual, please write a brief statement about that individual.

The scholarship is in honor of Dominic Pliskowski. He was involved with the Sight Society of Northeastern New York for 50 years, first as a member of the Lion's Club in Schenectady and then later as the Treasurer. He also worked for the State of New York as an accountant and auditor. Dominic was also a Veteran of the United States Army. His passions and hobbies include history, art, and sports.

The Sight Society of the Northeast is a non-profit organization led and developed to help anyone and everyone in need, worldwide! The Lions Eye Bank strives to bring attention to eye donation, working directly with grieving families and transplants recipients and has been doing so for over 70 years.

If you have any questions or concerns regarding this application, please contact Jennifer Duane @ 518-347-3600 Ext. 6901 or via email JDuane1@sgcsd.net
Thank you for your interest in the students of the Scotia-Glenville High School.

**RESOLUTION OF THE SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION, DATED OCTOBER 6, 2025, TO ACCEPT
THE DONATION OF \$2,542.22 FROM THE SCOTIA-GLENVILLE BOOSTER
CLUB FOR THE PURPOSE OF PURCHASING NEW UNIFORMS FOR
VARSITY BOY'S SOCCER.**

WHEREAS, the Scotia-Glenville School District was the recipient of a \$2,542.22 donation from the Scotia-Glenville Booster Club for the purpose of purchasing new boys varsity soccer uniforms, and,

WHEREAS, Section 1718 of New York State Education Law authorizes a Board of Education to appropriate by resolution at any time such special funds to be spent for the particular purpose for which donated, now, therefore, be it

RESOLVED, that the Board of Education hereby accepts this donation from the Scotia-Glenville Booster Club for the purpose of purchasing new boys varsity soccer uniforms and authorizes the increase in the General Fund Revenue Account 2705 Gifts and Donations for the receipt of said funds and authorizes the increase in General Fund Appropriation Account A2855.450.01.73 in the amount of \$2,542.22.

9/25/25

September 24, 2025

To Whom It May Concern,

Please let this be my letter of resignation from the Scotia Glenville School District as of close of business on 9/26/2025. I would like to thank you for the opportunity to work with these great students for as long as I have.

Sincerely,

Lisa Smith



Substitutes

TO BE APPROVED BY THE BOARD 10/6/2025

New Teacher Sub(s)BOCES:

Amazon, Renee
Monlea, Jules
O'Keefe, Molly
Sherman, Nicholas

Returning Teacher Subs(BOCES):

Substitute Teaching Assistant(s):

Substitute Teacher Aide(s):

Ericson, Angela
Rahman, Shamiha
Roche, Andrew

Substitute Transportation Aide(s):

Bergen, Amanda

Substitute Monitor(s):

Herrick, Joanne
Mortensen-Czerba

Substitute Cleaner(s):

Falcon, Aleksey

Scotia-Glenville Central School District
Bank Reconciliations and Treasurer's Report
8/31/2025

JPMorgan Chase Bank
General Fund and Trust Funds

Bank stmt ending balance acct 5199	8/31/2025	\$	32.25
Bank stmt ending balance acct 0043	8/31/2025	\$	41,708.37
Bank stmt ending balance acct 0577	8/31/2025	\$	1,709,229.25
Outstanding Payroll Checks	\$	7,480.00	
Outstanding Accounts Payable Checks	\$	1,715,977.31	
Less: Total Outstanding Checks			<u>\$ (1,723,457.31)</u>
Total Bank Balance	8/31/2025	\$	<u>27,512.56</u>
G/L acct ending balance	A203	8/31/2025	\$ 4,103,076.78
G/L acct ending balance	C203	8/31/2025	\$ (113,071.64)
G/L acct ending balance	F21200	8/31/2025	\$ 5,719.61
G/L acct ending balance	F23200	8/31/2025	\$ (59.21)
G/L acct ending balance	F24200	8/31/2025	\$ (30,559.61)
G/L acct ending balance	H25203	8/31/2025	\$ (808,515.41)
G/L acct ending balance	HF203	8/31/2025	\$ (174,557.68)
G/L acct ending balance	H24203	8/31/2025	\$ (2,886,401.65)
G/L acct ending balance	CM200	8/31/2025	\$ (210.67)
G/L acct ending balance	TC200	8/31/2025	\$ (6,425.00)
G/L acct ending balance	FSUM200	8/31/2025	\$ (61,219.65)
Total G/L Balance	8/31/2025	\$	<u>27,775.87</u>
Variance			<u>\$ (263.31)</u>
Check 100698 voided as \$0 by bank		\$	87.77
Check 100830 voided as \$0 by bank		\$	61.63
Check 100881 voided as \$0 by bank		\$	29.99
Check 100822 voided as \$0 by bank		\$	114.00
Check 102237 not voided by bank (cashed)		\$	89.50
Check 102437 voided 6/30 but not uploaded to the bank until 7/1		\$	(89.50)
7/8 deposit adjustment by bank - should have been to acct 6144		\$	(0.08)
Check 76450 voided by bank as \$30		\$	(30.00)

JPMorgan Chase Bank
General Fund MMA acct ending 6144

Bank stmt ending balance	8/31/2025	\$	251,901.06
Total Bank ending balance		\$	<u>251,901.06</u>
G/L acct ending balance	A205	8/31/2025	\$ (53,801.98)
G/L acct ending balance	C205	8/31/2025	\$ 109,068.00
G/L acct ending balance	FSUM205	8/31/2025	\$ 195,635.12
G/L acct ending balance	TC205	8/31/2025	\$ 1,000.00
Total G/L Balance		\$	<u>251,901.14</u>
Variance			<u>\$ (0.08)</u>
7/8 deposit adjustment by bank - should have been to acct 6144		\$	0.08

JPMorgan Chase Bank
General Fund MMA acct ending 6241

Bank stmt ending balance	8/31/2025	\$	-
Total Bank ending balance		\$	<u>-</u>
G/L acct ending balance	H24 205	8/31/2025	\$ (0.07)
G/L acct ending balance	HF 200	8/31/2025	\$ 0.07
Total G/L ending balance		\$	<u>-</u>
Variance		\$	<u>-</u>

Treasurer's Report

General Fund And Trust Funds

Beginning Balance August 1, 2025 \$ 1,213,663.43

Deposits:

Transfer from MCB/1st National		
Transfer from General Money Market Account	\$	4,734,681.21
Misc. C/R's	\$	8,341.22
BOCES		
Interest	\$	857.69
Transfer from other funds-due to/fr's		
Total Deposits		\$ 4,743,880.12

Disbursements:

Debt Payments		
See Cash Disbursement Schedule 10		337,641.58
See Cash Disbursement Schedule 11		134,344.37
See Cash Disbursement Schedule 12		325,404.07
See Cash Disbursement Schedule 13		150,502.11
See Cash Disbursement Schedule 14		1,122,284.37
See Cash Disbursement Schedule 15		343,852.51
See Cash Disbursement Schedule 16		233,235.46
See Cash Disbursement Schedule 17		417,943.34
See Cash Disbursement Schedule 18		7,436.42
See Cash Disbursement Schedule 19		904.80
See Cash Disbursement Schedule 7		380,271.67
See Cash Disbursement Schedule 8		304,157.49
See Cash Disbursement Schedule 3		217,344.58
See Cash Disbursement Schedule 4		362,880.05
See Cash Disbursement Schedule 5		46,112.39
See Cash Disbursement Schedule 6		1,444,642.33
See Cash Disbursement Schedule H7		41,349.50
Transfers	\$	59,460.64

Total Disbursements: \$ 5,929,767.68

Ending General Ledger Balance August 31, 2025
A203 \$ 27,775.87

General Fund Money Market

Beginning Balance August 1, 2025 \$ 399,157.81

Deposits:

Interest		1,391.98
Receipts from NYS:		
School lunch program		
Aid - Gen Aid / Excess Cost / STAR	\$	687,086.80
Summer Program Aid/Reimb.	\$	28,806.96
Grants		
Medicare Reimbursement		
Medicaid		
Miscellaneous Cash Receipts (inc. Property taxes)		216,274.76
Transfer	\$	4,708,045.56
BUS Bond Proceeds		
Uncollected taxes/Misc		
Total Deposits		\$ 5,641,606.06

Disbursements:

Transfer to checking	\$	3,268,557.92
Transfer to MCB	\$	2,000,000.00
Debt Payments	\$	520,304.81
Bus Purchases		
ERS		
Total Disbursements		\$ 5,788,862.73

Ending General Ledger Balance August 31, 2025
A205, A207, HE205 \$ 251,901.14

General Fund Money Market

Beginning Balance August 1, 2025 \$ 11,648,584.92

Deposits:

Interest	\$	-
BAN		
Total Deposits	\$	-

Disbursements:

Transfer to other funds-due to/fr's		
Transfer to General Money Market Account	\$	11,648,584.92
Total Disbursements		\$ 11,648,584.92

Ending General Ledger Balance August 31, 2025
H18200, HF200, H21205 \$ -

Scotia-Glenville Central School District
Bank Reconciliations and Treasurer's Report
8/31/2025

1st National Bank of Scotia
Municipal Now acct ending 5514

Bank stmt ending balance		8/31/2025	\$	14,108.96
Total Bank ending balance			\$	14,108.96
G/L acct ending balance	A200	8/31/2025	\$	13,858.96
G/L acct ending balance	CM201	8/31/2025	\$	250.00
Total Bank ending balance			\$	14,108.96
Variance			\$	-

1st National Bank of Scotia
Municipal Money Market acct ending 5516

Bank stmt ending balance		8/31/2025	\$	804.63
Total Bank ending balance			\$	804.63
G/L acct ending balance	A201	8/31/2025	\$	804.63
Variance			\$	-

1st National Bank of Scotia
Business Checking acct ending 4809

Bank stmt ending balance		8/31/2025	\$	67,967.85
Total Bank ending balance			\$	67,967.85
G/L acct ending balance	C200	8/31/2025	\$	67,967.85
Variance			\$	-

Treasurer's Report

General Fund and Trust Funds

Beginning Balance August 1, 2025 \$ 14,108.60

Deposits:

Taxes from County

Miscellaneous Cash Receipts

Extraclassroom

Scholarships

Health payments

Interest

\$ 0.36 \$ 0.36

Total Deposits:

Disbursements:

Transfers

Ta to A

Transfer Fees (Wires)

Returned checks and Fees

Total Disbursements:

\$ -

Ending General Ledger Balance August 31, 2025

\$ 14,108.96

A200

General Fund

Beginning Balance August 1, 2025 \$ 804.63

Deposits:

Property Tax Deposits

Transfers

Interest

Total Deposits:

\$ -

Disbursements:

Wire Transfer fee

Transfers

Total Disbursements:

\$ -

Ending General Ledger Balance August 31, 2025

\$ 804.63

A201

School Lunch Fund

Beginning Balance August 1, 2025 \$ 67,632.85

Deposits:

School lunch program \$ 335.00

Transfers

Returned check(s)

\$ 335.00

Disbursements:

Transfers

\$ due to GF //MM

Returned checks/Bank charges

Total Disbursements:

\$ -

Ending General Ledger Balance August 31, 2025

\$ 67,967.85

C200, C200-1

Scotia-Glenville Central School District
Bank Reconciliations and Treasurer's Report
8/31/2025

Metropolitan Commercial Bank
Scholarship & Award acct ending 4012

Bank stmt ending balance		8/31/2025	\$	-
Bank stmt ending balance Demand Deposit		8/31/2025	\$	271,583.79
Total Bank ending balance			\$	271,583.79
G/L acct ending balance	TC460	8/31/2025	\$	271,583.79
Total G/L ending balance			\$	271,583.79
Variance			\$	-

Metropolitan Commercial Bank
ERS Reserve acct ending 4063

Bank stmt ending balance		8/31/2025	\$	-
Bank stmt ending balance Demand Deposit		8/31/2025	\$	1,347.08
Total Bank ending balance			\$	1,347.08
G/L acct ending balance	A467	8/31/2025	\$	1,347.08
Variance			\$	-

Metropolitan Commercial Bank
Employee Benefit Reserve acct ending 4055

Bank stmt ending balance		8/31/2025	\$	-
Bank stmt ending balance Demand Deposit		8/31/2025	\$	661.52
Total Bank ending balance			\$	661.52
G/L acct ending balance	A462	8/31/2025	\$	661.52
Variance			\$	-

Treasurer's Report

Metropolitan Commercial Bank Scholarship

Beginning Balance August 1, 2025 \$ 270,641.36

Deposits:

Transfer

Interest \$ 942.43 \$ 942.43

Disbursements:

Transfer

\$ -

Ending General Ledger Balance August 31, 2025
TC460

\$ 271,583.79

Metropolitan Commercial Bank ERS Reserve

Beginning Balance August 1, 2025 \$ 1,342.41

Deposits:

Transfer

Interest \$ 4.67

Disbursements:

Transfer

\$ -

Ending General Ledger Balance August 31, 2025
A467

\$ 1,347.08

Metropolitan Commercial Bank Employee Benefit Reserve

Beginning Balance August 1, 2025 \$ 659.22

Deposits:

Transfer

Interest \$ 2.30 \$ 2.30

Disbursements:

Transfer

\$ -

Ending General Ledger Balance August 31, 2025
A462

\$ 661.52

Scotia-Glenville Central School District

Bank Reconciliations and Treasurer's Report

8/31/2025

Metropolitan Commercial Bank

Tax Cert acct ending 4047

Bank stmt ending balance		8/31/2025	\$	-
Bank stmt ending balance Demand Deposit		8/31/2025	\$	609,295.63
Total Bank ending balance			\$	<u>609,295.63</u>
G/L acct ending balance	A466	8/31/2025	\$	609,295.63
Variance			\$	<u><u>-</u></u>

Metropolitan Commercial Bank

Unemployment Reserve acct ending 4039

Bank stmt ending balance		8/31/2025	\$	-
Bank stmt ending balance Demand Deposit		8/31/2025	\$	179,721.48
Total Bank ending balance			\$	<u>179,721.48</u>
G/L acct ending balance	A465	8/31/2025	\$	179,721.48
Variance			\$	<u><u>-</u></u>

Metropolitan Commercial Bank

Workers Comp Reserve acct ending 4020

Bank stmt ending balance		8/31/2025	\$	927.59
Bank stmt ending balance Demand Deposit		8/31/2025		
Total Bank ending balance			\$	<u>927.59</u>
G/L acct ending balance	A464	8/31/2025	\$	927.59
Variance			\$	<u><u>-</u></u>

Treasurer's Report

Metropolitan Commercial Bank Tax Cert Reserve

Beginning Balance August 1, 2025 \$ 607,181.31

Deposits:

Transfer			
Interest	\$	2,114.32	\$ 2,114.32

Disbursements:

Transfer			\$ -
----------	--	--	------

Ending General Ledger Balance August 31, 2025 \$ 609,295.63
A466

Metropolitan Commercial Bank Unemployment Reserve

Beginning Balance August 1, 2025 \$ 179,097.83

Deposits:

Transfer			
Interest	\$	623.65	\$ 623.65

Disbursements:

Transfer			\$ -
----------	--	--	------

Ending General Ledger Balance August 31, 2025 \$ 179,721.48
A465

Metropolitan Commercial Bank Workers Comp Reserve

Beginning Balance August 1, 2025 \$ 924.37

Deposits:

Transfer			
Interest	\$	3.22	\$ 3.22

Disbursements:

Transfer			\$ -
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Ending General Ledger Balance August 31, 2025 \$ 927.59
A464

Scotia-Glenville Central School District

Bank Reconciliations and Treasurer's Report

8/31/2025

Metropolitan Commercial Bank TRS Reserve acct ending 4098

Bank stmt ending balance		8/31/2025	\$	-
Bank stmt ending balance Demand Deposit		8/31/2025	\$	1,651,161.96
Total Bank ending balance			\$	<u>1,651,161.96</u>
G/L acct ending balance	A461	8/31/2025	\$	1,651,161.96
Variance			\$	<u><u>-</u></u>

Metropolitan Commercial Bank Reserve for Debt acct ending 4071

Bank stmt ending balance		8/31/2025	\$	-
Bank stmt ending balance Demand Deposit		8/31/2025	\$	1,023,768.94
Total Bank ending balance			\$	<u>1,023,768.94</u>
G/L acct ending balance	A468	8/31/2025	\$	1,023,768.94
Variance			\$	<u><u>-</u></u>

Metropolitan Commercial Bank Municipal/School Deposits acct ending 3822

Bank stmt ending balance		8/31/2025	\$	(2,454,311.99)
Bank stmt ending balance Demand Deposit		8/31/2025	\$	2,480,655.74
Total Bank ending balance			\$	<u>26,343.75</u>
G/L acct ending balance	A460	8/31/2025	\$	26,343.75
Variance			\$	<u><u>-</u></u>

Treasurer's Report

Metropolitan Commercial Bank TRS Reserve

Beginning Balance August 1, 2025 \$ 1,645,432.25

Deposits:

Transfer		\$	-
Interest	\$ 5,729.71	\$	-
		\$	5,729.71

Disbursements:

Transfer		\$	-
----------	--	----	---

Ending General Ledger Balance August 31, 2025 \$ 1,651,161.96

A461

Metropolitan Commercial Bank Reserve for Debt

Beginning Balance August 1, 2025 \$ 1,020,216.35

Deposits:

Transfer		\$	-
Interest	\$ 3,552.59	\$	3,552.59

Disbursements:

Transfer		\$	-
----------	--	----	---

Ending General Ledger Balance August 31, 2025 \$ 1,023,768.94

A468

Metropolitan Commercial Bank General Fund

Beginning Balance August 1, 2025 \$ 2,181,948.05

Deposits:

Transfer	\$ 2,300,000.00		
Interest	\$ 10,518.99	\$	2,310,518.99

Disbursements:

Transfers	\$ 4,466,123.29	\$	4,466,123.29
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Ending General Ledger Balance August 31, 2025 \$ 26,343.75

A460

Scotia-Glenville Central School District
Bank Reconciliations and Treasurer's Report
8/31/2025

Metropolitan Commercial Bank
Municipal/School Deposits acct ending 5213

Bank stmt ending balance		8/31/2025	\$	-
Bank stmt ending balance Demand Deposit		8/31/2025	\$	783,882.47
Total Bank ending balance			\$	<u>783,882.47</u>
G/L acct ending balance	A469	8/31/2025	\$	783,882.47
Variance			\$	<u><u>-</u></u>

Metropolitan Commercial Bank
Municipal/School Deposits acct ending 6651

Bank stmt ending balance		8/31/2025	\$	(300,000.00)
Bank stmt ending balance Demand Deposit		8/31/2025	\$	10,034,822.33
Total Bank ending balance			\$	<u>9,734,822.33</u>
G/L acct ending balance	H21 460	8/31/2025	\$	0.41
G/L acct ending balance	H24 460	8/31/2025	\$	9,734,821.92
Variance			\$	<u><u>0.00</u></u>

Treasurer's Report

Metropolitan Commercial Bank Repair Reserve

Beginning Balance August 1, 2025 \$ 781,162.31

Transfer

Interest \$ 2,720.16 \$ 2,720.16

Disbursements:

Transfer \$ -

Ending General Ledger Balance August 31, 2025

\$ 783,882.47

A469

Metropolitan Commercial Bank Capital Reserve

Beginning Balance August 1, 2025 \$ 0.41

Deposits:

Transfer \$ 10,000,000.00

Interest 34821.92 \$ 10,034,821.92

Disbursements:

Transfer \$ 300,000.00 \$ 300,000.00

Ending General Ledger Balance August 31, 2025

\$ 9,734,822.33

H21460

Scotia-Glenville Central School District
Bank Reconciliations and Treasurer's Report
8/31/2025

Greene County Commercial Bank
Municipal NOW acct ending 1741

Bank stmt ending balance		8/31/2025	\$	61,891.83
Total Bank ending balance			\$	61,891.83
G/L acct ending balance	A 213	8/31/2025	\$	61,891.83
Variance			\$	-

Greene County Commercial Bank
Municipal NOW acct ending 5190

Bank stmt ending balance		8/31/2025	\$	1,452,927.14
Total Bank ending balance			\$	1,452,927.14
G/L acct ending balance	A 477	8/31/2025	\$	1,452,927.14
Variance			\$	-

Greene County Commercial Bank
Municipal NOW acct ending 5207

Bank stmt ending balance		8/31/2025	\$	713,479.42
Total Bank ending balance			\$	713,479.42
G/L acct ending balance	A 472	8/31/2025	\$	713,479.42
Variance			\$	-

NYCLASS General Fund

Bank stmt ending balance		G/L acct end	\$	1,006,688.46
Total Bank ending balance			\$	1,006,688.46
G/L acct ending balance	A450	G/L acct end	\$	1,006,688.46
Total Bank ending balance			\$	1,006,688.46
Variance			\$	-

Treasurer's Report

GREENE COUNTY COMMERCIAL BANK

Beginning Balance August 1, 2025 \$ 61,678.97

Deposits:

Transfer From First National		
Interest	\$ 212.86	\$ 212.86

Disbursements:

Transfer		\$ -
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Ending General Ledger Balance August 31, 2025 \$ 61,891.83
A213

GREENE COUNTY COMMERCIAL BANK

Beginning Balance August 1, 2025 \$ 1,447,930.10

Deposits:

Transfer From First National		
Interest	\$ 4,997.04	\$ 4,997.04

Disbursements:

Transfer		\$ -
----------	--	------

Ending General Ledger Balance August 31, 2025 \$ 1,452,927.14
A477

GREENE COUNTY COMMERCIAL BANK

Beginning Balance June 1, 2025 \$ 711,025.56

Deposits:

Transfer		
Interest	\$ 2,453.86	\$ 2,453.86

Disbursements:

Transfer		\$ -
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Ending General Ledger Balance August 31, 2025 \$ 713,479.42
A472

NYCLASS General Fund

Beginning Balance June 1, 2025 \$ 1,003,160.95

Deposits:

Transfer		
Interest	\$ 3,527.51	\$ 3,527.51

Disbursements:

Transfer		\$ -
----------	--	------

Ending General Ledger Balance August 31, 2025 \$ 1,006,688.46
A450

CERTIFICATION:

This is to certify that the cash balance is in agreement with the bank statement, as reconciled:

Sheri Tyrell Date: 9-17-25
Sheri Tyrell
District Treasurer

Regular Meeting Minutes

A Regular Meeting of the Board of Education of the Scotia-Glenville Central School was held in the Cafeteria of the Middle School, in said district on August 11, 2025.

H. Talbot called the meeting to order at 6:00 p.m.

Present: Boucher Furnish, Carbone, Singh, Roberts, H. Talbot, K. Talbot, Torelli, Superintendent Swartz.

MOVED by K. Talbot, SECONDED by Roberts, that the Board of Education adjourns to Executive Session in order to discuss a matter relating to personnel.

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

The Board adjourned to Executive Session at 6:01 p.m. The BOE adjourned from Executive Session at 6:32 to return for Public Hearing for presentation of the Elementary, Middle School and Elementary Codes of Conduct. Moved back to Open Session at 7:24PM. Assistant Superintendent for Curriculum and Instruction Arket, Business Office Manager, Giaquinto, Student Board Member Lape and District Clerk Smith were present for the Open Session.

Pledge of Allegiance

Hearing/Privilege of the Floor For the Board of Education

None

Superintendent's Comments

Superintendent Swartz presented on the Reimagining Our School Committee. She spoke of the charge for the Reimagining Our School Committee and stated anyone who would want to take part will be able to do so. Superintendent Swartz spoke about the timeline for this group and how communication will work. She also spoke about the way to communicate for the new BOE inspired Employee of the Month nominations.

Superintendent Swartz turned it over to Business Office Manager Giaquinto to talk about an update on the Capital Project that took place over the summer. Points to note: Schedule mostly on target to be complete by end of August/Early September. The vestibule work at Lincoln, Glen-Worden, Glendaal, and Middle School will be partially finished but due to supply issues construction is delayed and should be completed by Thanksgiving recess. All entrances are secured during this time. Business Office Manager Giaquinto reminded the Board that bids had come in high for this Capital project and the general contractor withdrew which caused the district to go to the next tier. Good news was reported though, through value added engineering, the architect, construction manager

and contractors got concessions while still maintaining the work being done without compromising the integrity of it. Also noted, in October the architect and construction manager will present and give a full update on the project.

Reports/Update: ~ Legislative Liaison ~ PTA Council ~ Audit Committee ~ Board of Education Policy Committee ~ Board of Education Goals ~ Budget

Legislative – President signed Executive Order that the President test is back for playing up. More details to follow. State law update – Public and Private Schools need to adopt a Fentanyl education program for grades 6-12. No timeline yet.

PTA Council – Working on training, Elementary PTA's are engaging Kindergarten families. First meeting Oct 15, 2025, 6pm at Lincoln Library

Audit Committee – First meeting will be September 22, 2025

BOE Policy Committee – Due to reductions at District Office, Policy updates worked on last year will not be updated/approved until September. New Policy Committee will be working updating Appendices.

BOE Goals – Google document has been created and it was asked to have them talked about at the next meeting.

MOVED by K. Talbot, SECONDED by Roberts, the following:

Accept the Fiscal Report for 2024-2025

That the Board of Education accept the Final (4th) Fiscal Report for 2025 with the supporting Revenue and Budget Status Reports and Summary Revenue, Expense and Fund Balance, as submitted. (This Report is contained as Appendix A to these minutes).

ROLL CALL
AYES: 7
NOES: 0
MOTION CARRIED

MOVED by Roberts, SECONDED by Singh the following:

Approve Agreement Between Scotia-Glenville Central School District and H.M.B. Consultant

That the Board of Education approve the Agreement between the Scotia-Glenville Central School District and H.M.B. Consultants to provide consulting services for Child Nutrition Programs operated by the Food Service Management Company for the 2025-2026 school year, as submitted. (This agreement is contained as Appendix B to these minutes).

ROLL CALL
AYES: 7
NOES: 0
MOTION CARRIED

MOVED by Carbone with suggested changes from public hearing, SECONDED by K. Talbot, the following:

Adopt District Code of Conduct: Elementary, Middle School, and Senior High School Handbooks for 2025-2026

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 2025-2026, as submitted. (This Handbook is contained as Appendix C to these minutes).

ROLL CALL
AYES: 7
NOES: 0
MOTION CARRIED

MOVED by Roberts, SECONDED by Singh the following:

Approve Classroom Rental and Ancillary Services Agreement with BOCES

That the Board of Education approve the classroom rental and ancillary services agreement with Capital Region BOCES for 2025 – 2026 and authorize the President of the Board of Education to execute same, as submitted. (This agreement is contained as Appendix D to these minutes).

ROLL CALL
AYES: 7
NOES: 0
MOTION CARRIED

MOVED by Singh, SECONDED by Roberts, the following:

Approve Distance Learning Classroom Rental Agreement with BOCES

That the Board of Education approve the Distance Learning Classroom Rental Agreement for the lease of two classrooms, with the annual rent of \$1,000 per classroom, with Capital Region BOCES for 2025 - 2026 and authorize the President of the Board of Education to execute same, as submitted. (This agreement is contained as Appendix E to these minutes).

ROLL CALL
AYES: 7
NOES: 0
MOTION CARRIED

MOVED by K. Talbot, SECONDED by Roberts, the following:

Approve New Board of Education Policy for a First Reading: #9545 – Extreme Heat Conditions

That the Board of Education approve the first reading of the new Board of Education Policy # 9545–Extreme Heat Conditions, as submitted. (This policy is contained as Appendix F to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Roberts, SECONDED by K. Talbot, the following:

Approve Revised Board of Education Policy for a First Reading: #1240 – Visitors to the Schools & #1240-R – Visitors to the Schools Regulation

That the Board of Education approve the first reading of the revised Board of Education Policy # 1240–Visitors to the Schools & #1240-R – Visitors to the Schools Regulation, as submitted. (This policy is contained as Appendix G to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Roberts, SECONDED by Torelli, the following:

Resolution: Increase Tax Certiorari Reserve Fund

That the Board of Education approve the Resolution, dated August 11, 2025, regarding authorizing the decrease in the undesignated fund balance (A909) by up to \$250,000 and increase the Tax Certiorari Fund (A864) by up to \$250,000, for the 2025-2026 fiscal year, as submitted. (This resolution is contained as Appendix H to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Singh, SECONDED by K. Talbot, the following:

Approve Tuition from a Non-Resident Student

That the Board of Education approve tuition payment from a Non-Resident Student for the 2025-2026 school year.

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by P. Carbone and Seconded by K. Talbot, the following:

Communications

- a. That the Board of Education accept the resignation of Antonia Lazzara as Teacher (Glen-Worden Elementary), effective c.o.b. August 31, 2025, with appreciation to her service to the district, as submitted. (This letter is contained as Appendix I to these minutes).
- b. That the Board of Education accept the resignation of Heather Higgins as Reading Teacher (Glendaal Elementary), effective c.o.b. August 30, 2025, with appreciation to her service to the district, as submitted. (This letter is contained as Appendix J to these minutes).
- c. That the Board of Education accept the resignation of Angela McGann, as Executive Secretary I (Glen-Worden Elementary), effective c.o.b. August 22, 2025, with appreciation for her service to the district.
- d. That the Board of Education accept the resignation of Sarah Halbfinger, as Typist (Glendaal), effective c.o.b. August 1, 2025, with appreciation for her service to the district.
- e. That the Board of Education accept the letter of resignation for retirement purposes of Cheryl Verrigni, as Executive Secretary I (S-G Middle School, effective c.o.b. September 29, 2025, with appreciation for her service to the district, as submitted. (This letter is contained as Appendix K to these minutes).

- f. That the Board of Education rescind the 1.0 FTE leave of absence appointment of Holly Fleming, English Language Arts Teacher (Senior High School), as submitted. (This letter is contained as Appendix L to these minutes).
- g. That the Board of Education approve the termination of the probationary appointment of Amanda Seifert as Executive Secretary I (PPS Department-District Office), in accordance with Civil Service Rules and Regulations, effective c.o.b., July 25, 2025. (This letter is contained as Appendix M to these minutes).
- h. That the Board of Education approve the termination of Geoff Pemberton from employment as Senior Custodian (Glendaal), effective c.o.b., Friday, August 8, 2025.

Report of Superintendent

a. Staffing

- 1) Amend the 1.0 FTE probationary appointment of Katrina Hartman, Elementary Reading Teacher (Sacandaga), effective September 1, 2025, through August 31, 2029, with 2025-2026 salary to be at the rate of \$66,100 (Step 13+M). Ms. Hartman has Professional certification in Literacy (Birth-Grade 6).
- 2) Approve the appointment of Kay Williams as Teacher Aide (Athletics), in accordance with Civil Service Rules and Regulations, effective September 1, 2025, through June 27, 2026, with 2025-2026 salary to be at the rate of \$15.50/hour, 15 hours per week.
- 3) Approve the appointment of Alexis VanValkenburg as Teacher Aide (Glen-Worden), in accordance with Civil Service Rules and Regulations, effective September 1, 2025, through June 27, 2026, with 2025-2026 salary to be at the rate of \$15.50/hour, 31.25 hours per week.
- 4) Approve the assignment of duties and responsibilities for Cathleen Smith as Secretary to the Superintendent – temporary (District Office) from August 18, 2025, through December 31, 2025, with no change to salary or benefits, in accordance with Civil Service Rules and Regulations.
- 5) Approve the list of supplemental appointments and their stipends for the 2025-2026 school year, as submitted. (This letter is contained as Appendix N to these minutes).

- 6) Approve the 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 letter is contained as Appendix O to these minutes).
- 7) Retroactively appoint the Carrie Wattie and Taylor Wood as Substitute Teachers for the 2025 ESY Program, effective July 15, 2025, through August 9, 2025, at the salary rate of \$120.99/day:
- 8) Approve the relocation of the attached list of employees, effective September 1, 2025, with no change in salary, as submitted. (This letter is contained as Appendix P to these minutes).
- 9) Approve the attached list of substitutes for the 2025-2026 school year, as submitted. (This letter is contained as Appendix Q to these minutes).
- 10) Approve the attached lists of Aides and Monitors for the 2025-2026 school year, as submitted. (This letter is contained as Appendix R to these minutes).
- 11) Approve the following Senior High School supplemental appointments for collateral duties for the 2025-2026 school year:

<u>Activity/Club Name</u>	<u>Name</u>	<u>Stipend</u>
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 LaPorta	\$1,482.81
Fellowship of Christian Athletes	Christine Carusone	No Stipend
French Club & French Travel Club	Margo Kelly	\$ 975.58
Freshman Class Advisor	Bruce Anderson	\$ 530.7
Game Club	Nate Swiecicki	No Stipend
German Club & German		

Travel Club	Glen Reynolds	\$975.58
High School Jazz Band	John Prylo	\$ 17.77/hr.
High School Yearbook	Damian Croucher	\$3,089.35
High School Yearbook Financial	Nancy Cousins	\$ 969.45
Journalism Club (Magazine Club)	TBD	-----
Junior Class Advisor	Julie Nejman	\$ 751.63
Junior Class Advisor	Jenna White	\$ 751.63
Mock Trial	Andrea DeMento	No Stipend
Mock Trial	Maggie Healy	No Stipend
National English Honor Society	TBD	-----
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	\$2223.20
SGHS Science Club	Jeff Grizzaffi	No Stipend
Ski Club	TBD	\$ 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	Kerry Piaggione	\$ 657.55
Student Senate	Joyce Semerad	\$ 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

- 12) Approve the Middle School supplemental appointments for collateral duties for the 2025-2026 school year.

<u>Activity/Club Name</u>	<u>Name</u>	<u>Stipend</u>
Art Club	Margaret Zarnofski	\$975.58
Drama Club	Laurel Campbell	\$549.66
Drama Club	Andrea O'Malley	\$549.66
Drama Club Student Advisor	TBD	No Stipend
Dungeons and Dragons	Nate Swiecicki	\$206.04
8 th Grade Science Club	TBD	-----
GIVE	Marika Tierney	No Stipend
GIVE Student Advisor	TBD	No Stipend
LEGO Club	Tim O'Connell	No Stipend
Modern Band	Susan Weisman	No Stipend
MSBC	Kevin McCann	\$ 714.07
MSBC	Julie Myers	\$ 714.07
National Jr. Honor Society	TBD	\$ 602.33
NJHS Student Advisor	Amanda Kuhn	No Stipend
NJHS Student Advisor	Stephanie St. Pierre	No Stipend
Pride Club	Kristy Rosa	No Stipend
Ski Club	Kevin McCann	\$ 333.89
Ski Club	Julie Myers	\$ 333.89
Ski Club Student Advisor	TBD	No Stipend
Student Council	Susan Klein	\$ 657.55
Student Council	Jacob Hardy	\$ 657.55
Student Council Student Advisor	TBD	No Stipend
Yearbook	Kimberly Beck	\$1,686.31
Yearbook Student Advisor	TBD	No Stipend

- 13) Approve the following Fine Arts supplemental appointment for collateral duties for the 2025-2026 school year:

<u>Activity/Club Name</u>	<u>Name</u>	<u>Stipend</u>
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)

Routine Business**a. Placement of Children with Disabilities****b. Bid:**

That the Board of Education award the extension of the agreement for the Bid for Sports Transportation, Field Trips, etc., between Scotia-Glenville Central Schools and Durham School Services for the period of July 1, 2025, through June 30, 2026, based on the bid specs and attached extension affirmation, as submitted. (This bid is contained as Appendix W to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

Other Business

Mr. Roberts talked about ESY and what a great job they were doing.

Hearing/Privilege of the Floor For the Board of Education

Ms. Hoffman – SGTA President spoke about corrections that need to be made to the agenda.

Mock trial does have a stipend that should be reflected in a future meeting. Question on Student Advisor and Advisors for National Junior Honor Society.

Amy Marlette spoke about the timeline of the Reimagining Our Schools, requesting a specific date for voting on possibly closing a school which she believes needs to be sooner than February 28, 2026.

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

ROLL CALL
AYES: 7
NOES: 0
MOTION CARRIED

The meeting adjourned at 8:05 p.m.



Cathleen Smith, District Clerk

A Regular Meeting of the Board of Education of the Scotia-Glenville Central School was held in the Cafeteria of the Middle School, in said district on September 8, 2025.

President H. Talbot called the meeting to order at 6:15 p.m.

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

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

The Board adjourned to Executive Session at 6:16 p.m. The BOE adjourned from Executive Session at 6:52 to move back to Open Session. Assistant Superintendent for Curriculum and Instruction Arket, Business Office Manager, Giaquinto, Student Board Member Lape and District Clerk Smith were present for the Open Session.

Present: Boucher Furnish, Carbone, Torelli, Roberts, H. Talbot, K. Talbot, Singh, Superintendent Swartz,

Absent: None

Pledge of Allegiance

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

None

Presentation on the Learning Leaps Program

Rachel Ciotoli gave a presentation and answered questions about this summer's Learning Leaps program.

Superintendent's Comments (SUSAN M. SWARTZ, SUPERINTENDENT OF SCHOOLS)

Turned over to Assistant Superintendent momentarily to discuss graduation rate. Assistant Superintendent Arket gave kudos to High School Principal Mr. Bednarek and his team with the work they have been doing. He announced that the graduation rate last year was 93.2% a 10% increase from last year

Superintendent Swartz turned time over to BOE President Talbot to open discussion about Board goals.

- Discuss Potential Board of Education Goals for 2025-2026

The Board discussed the board goals they are interested on working on. Superintendent Swartz will summarize the suggestions and present at the next board meeting.

Superintendent Swartz gave a list of ideas for curriculum reports and mentioned reaching out to her if they have additional requests.

Reports/Update: ~ Legislative Liaison ~ PTA Council ~ Audit Committee ~ Board of Education Policy Committee ~ Board of Education Goals ~ Budget

Legislative – Boucher Furnish mentioned Student BOE Member training and hoped the student was going. Superintendent Swartz let her know Student BOE member Lape, and alternate Student BOE Member Feinberg will both be going to that event.

PTA Council – things are ramping up. All schools, except High School which is waiting until the end of the month, welcomed staff on the first day with a wonderful spread. Roberts talked about upcoming PTA events. Confirmed PTA flyers can be approved at the building level as long as Superintendent Swartz is copied on requests

Audit Committee – First meeting September 22, 2025

BOE Policy Committee – Working on getting policies that were worked on in the past to the Board next 2-3 meetings. This year's committee will be working on the Appendices.

BOE Goals – Those will be worked on for next meeting.

Budget - Will get an update on the building project at the September 22nd meeting.

Select Voting Delegate and Alternate for the 2025 NYSSBA Annual Business meeting of the New York State School Boards Association (NYSSBA) Convention, October 23-25, 2025.

The Board chose Mr. Singh to be the delegate, with Ms. Boucher Furnish being the alternate.

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

Authorize Scotia-Glenville Central School District's Participation in Cooperative Bidding for Health-Safety-Risk Management Goods and Services for the 2025-2026 School Year

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 2025-2026 school year, as submitted. See Separate Copy. (This resolution is contained as Appendix A to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Boucher Furnish, SECONDED by Torelli, that the Board of Education approve the following Resolution:

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

That the Board of Education approve the renewal agreement for the School District Resource Officer for the period of September 1, 2025, through June 30, 2026, on all days that school is in session for the students with the option to renew another additional one-year periods, as submitted. (This agreement is contained as Appendix B to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Torelli, SECONDED by Singh, that the Board of Education approve the following Resolution:

Approve the Agreement By and Between the Scotia-Glenville Central School District and Michael Leonard as Consultant

That the Board of Education approve the Agreement for the period of August 1, 2025, through December 31, 2025, by and between the Scotia-Glenville School District and Michael Leonard as Consultant, as submitted. See Separate Copy. (This agreement is contained as Appendix C to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Carbone, SECONDED by Boucher Furnish, that the Board of Education approve the following Resolution:

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

That the Board of Education approve the Memorandum of Agreement By and Between the Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association regarding a stipend of \$12,734.50 for Joyce Semerad, Teaching Assistant (High School)

a member of the SGTATA, for the period of September 1, 2025 through June 30, 2026, in recognition of duties assumed as Coordinator of the GIVE program and its various activities, as submitted. See Separate Copy. (This policy is contained as Appendix D to these minutes).

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

That the Board of Education approve the Memorandum of Agreement By and Between the Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association regarding the authorization of a rate of \$20.00 per hour for up to 255 hours be paid to Joyce Semerad, Teaching Assistant (High School) in recognition of her duties as GIVE Program Coordinator outside of the typical school day for the period of September 1, 2025 through June 30, 2026, as submitted. See Separate Copy. (This policy is contained as Appendix E to these minutes).

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

That the Board of Education approve the Memorandum of Agreement By and Between the Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association regarding the stipend of \$3300 for the Mentor Coordinator in recognition of their duties for the period of September 1, 2025 through June 30, 2026, as submitted. See Separate Copy. (This policy is contained as Appendix F to these minutes).

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

That the Board of Education approve the Memorandum of Agreement By and Between the Scotia-Glenville Central School District and Scotia-Glenville Teachers' Association regarding the stipends for the building level Technology Specialists in recognition for their duties providing technology support at the building and district level for the period of September 1, 2025 through June 30, 2026. See Separate Copy. (This policy is contained as Appendix G to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Singh, SECONDED by Roberts, that the Board of Education approve the following Resolution:

Adopt Updated 2025-2026 School Breakfast and Lunch Meal Price List

That the Board of Education approve the Updated 2025-2026 Food Service Price List, effective September 1, 2025, as submitted. See Separate Copy. (This policy is contained as Appendix H to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Roberts, SECONDED by Singh, that the Board of Education approve the following Resolution:

Approve New Board of Education Policy for a First Reading: # 1535 – Opioid Overdose Prevention

That the Board of Education approve the first reading of the new Board of Education Policy #1535 – **Opioid Overdose Prevention**. See Separate Copy. See Separate Copy. (This policy is contained as Appendix I to these minutes).

Adopt Board of Education Policy #9545 – Extreme Heat Conditions

That the Board of Education approve the Policy #9545 – Extreme Heat Conditions. See Separate Copy. (This policy is contained as Appendix J to these minutes).

Adopt Updated Board of Education Policy #1240 – Visitors to the Schools & #1240-R – Visitors to the Schools Regulation

That the Board of Education adopt the revised Board of Education Policy # 1240–Visitors to the Schools & #1240-R – Visitors to the Schools Regulation, as submitted. See Separate Copy. (This policy is contained as Appendix K to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

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

Resolution: Authorize the Appointment of Impartial Hearing Officers

That the Board of Education appoint its President, Vice President and Superintendent to approve the appointment of an impartial hearing officer in between scheduled meetings to comply with required regulatory timelines, as submitted. See Separate Copy. (This policy is contained as Appendix L to these minutes).

ROLL CALL

AYES: 7
NOES: 0
MOTION CARRIED

MOVED by Roberts, SECONDED by Singh, that the Board of Education approve the following Resolution:

Request for Overnight Field Trip – Senior High School Boys’ and Girls’ Cross-Country Team to the McQuaid Invitational at Genesee Valley Park, Rochester, New York – September 26 – September 27, 2025

That the Board of Education approve the request for the overnight field trip of the Boys’ and Girls’ Senior High Cross Country Team members and chaperones to the McQuaid Invitational, Rochester, New York, overnight September 26 to September 27, 2025, with no cost to the district, as submitted. See Separate Copy. (This policy is contained as Appendix M to these minutes).

ROLL CALL
AYES: 7
NOES: 0
MOTION CARRIED

MOVED by Boucher Furnish, SECONDED by Carbone, that the Board of Education approve the following Resolution:

Resolution: Accept and Appropriate Gift and Donation from the Glen-Worden PTA to Glen-Worden Elementary School

That the Board of Education adopt the Resolution, dated September 8, 2025, regarding accepting and appropriating a donation of a maple tree and three bags of mulch, valued at \$370.00 in memory of Glen-Worden retirees, as submitted. See Separate Copy. (This policy is contained as Appendix N to these minutes).

Accept and Appropriate Gift and Donation from the Glenville Rotary Club to Glen-Worden Elementary School

That the Board of Education adopt the Resolution, dated September 8, 2025, regarding accepting and appropriating a donation of \$2000 to purchase flexible seating for Glen-Worden Elementary, as submitted. See Separate Copy. (This policy is contained as Appendix O to these minutes).

Resolution: Accept and Appropriate Gift and Donation from the Krisa Family to the Scotia-Glenville Music program.

That the Board of Education adopt the Resolution, dated September 8, 2025, regarding accepting and appropriating a donation of a ¼ size Scherl & Roth Violin, bow and case

valued at approximately \$500 and ¾ size Aubert violin, bow and case valued at approximately \$900 to the Scotia-Glenville CSD music program, as submitted. See Separate Copy. (This policy is contained as Appendix P to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

MOVED by Carbone, SECONDED by Roberts, that the Board of Education approve the following items:

COMMUNICATIONS

- a. Accept the letter of resignation of Catie Magil, PPS Director, effective c.o.b. September 5, 2025, with appreciation for her service to the district, as submitted. See Separate Copy. (This letter is contained as Appendix Q to these minutes).
- b. Accept the request for a leave of absence for Anthony Peconie, Instructional Administrator of Special Education (District-wide), effective c.o.b. September 5, 2025, to accept an Interim position within the district, as submitted. See Separate Copy. (This letter is contained as Appendix R to these minutes).
- c. Accept the letter of resignation of Sabrina Hartley, Teaching Assistant (Glen-Worden), effective c.o.b. August 14, 2025, with appreciation for her service to the district, as submitted. See Separate Copy. (This letter is contained as Appendix S to these minutes).
- d. Accept the letter of resignation of Tammy Serrano, Teacher's Aide (Glen-Worden), effective c.o.b. August 18, 2025, with appreciation for her service to the district, as submitted. See Separate Copy. (This letter is contained as Appendix T to these minutes).
- e. Accept the letter of resignation of Andrea Pike, Teaching Assistant (High School), effective August 31, 2025, with appreciation for her service to the district, as submitted. See Separate Copy. (This letter is contained as Appendix U to these minutes).
- f. Accept the letter of resignation of Fallon Blanchard, Teacher's Aide (Sacandaga), effective c.o.b. August 31, 2025, with appreciation for her service to the district, as submitted. See Separate Copy. (This letter is contained as Appendix V to these minutes).
- g. Accept the letter of resignation of Geetanjalie Sooklall, Teaching Assistant (High School), effective c.o.b. August 25, 2025, with appreciation for her service to the

district, as submitted. See Separate Copy. (This letter is contained as Appendix W to these minutes).

- h. Accept the letter of resignation of Heather Marlette, Teaching Assistant (Sacandaga) effective c.o.b. August 26, 2025, in order to accept a full-time position in the district, as submitted See Separate Copy. (This letter is contained as Appendix X to these minutes).
- i. Accept the letter of resignation of Eric Feidner, Senior Grounds worker (Buildings & Grounds) for the purposes of retirement effective c.o.b. September 10, 2025, with appreciation for his service to the district, as submitted. See Separate Copy. (This letter is contained as Appendix Y to these minutes).
- j. Accept the letter of resignation of Janine O'Donnell, Teaching Assistant (Middle School), effective c.o.b. September 1, 2025, with appreciation for her service to the district.
- k. Accept the letter of resignation of Kali Wadsworth, Teacher's Aide (Sacandaga) effective c.o.b. September 1, 2025, with appreciation for her service to the district.
- l. Accept the letter of resignation of Jeanne Halloran, Special Education Teacher (Middle School), effective c.o.b. September 26, 2025, with appreciation for her service to the district, as submitted. See Separate Copy. (This letter is contained as Appendix Z to these minutes).
- m. Accept the request for a medical leave of absence for Jill Busman, Superintendent Secretary (District Office) effective September 11, 2025, through December 31, 2025.
- n. Accept the request for an unpaid leave of absence for Kerry Smith, English Teacher (High School) effective September 16, 2025, through June 30, 2026

REPORT OF SUPERINTENDENT

a. Staffing

- 1) Approve the appointment of Anthony Peconie, Interim Pupil Personnel Director (District-wide) for the 2025/2026 school year, with a \$5000 stipend for increased duties and responsibilities, effective September 8, 2025, through June 30, 2026.
- 2) Approve the appointment of Anthony Peconie, Interim Pupil Personnel Director (District-wide) as Section 504 Rehabilitation Officer for the 2025-2026 school year with no additional remuneration.

- 3) Approve the appointment of the 1.0 FTE probationary appointment of Grace Harter, Reading Teacher (.5 Glen-Worden, .5 Lincoln), effective September 1, 2025, through August 31, 2029, with 2025-2026 salary to be at the rate of \$50,743 (Step 4+M).
- 4) Approve the appointment of the 1.0 FTE probationary appointment of Raia James, Grade 4-5 Special Education Co-Teacher (Sacandaga), effective September 1, 2025, through August 31, 2029, with 2025-2026 salary to be at the rate of \$50,743 (Step 4+M).
- 5) Approve the appointment of the 1.0 FTE probationary appointment of Nicole Lanni, Elementary Education Teacher (Glen-Worden), effective September 1, 2025, through August 31, 2029, with 2025-2026 salary to be at the rate of \$50,743 (Step 4+M).
- 6) Approve the appointment of the 1.0 FTE Leave of Absence appointment of Marina Castillo, Elementary Education Teacher (Glen-Worden), effective September 1, 2025, through June 30, 2026, with 2025-2026 salary to be at the rate of \$50,743 (Step 4+M).
- 7) Approve the appointment of the 1.0 FTE Leave of Absence appointment of Sophia Caprara, English Teacher (Senior High School), effective September 1, 2025, through June 30, 2026, with 2025-2026 salary to be at the rate of \$49,143 (Step 4).
- 8) Approve the Leave of Absence appointment of Caitlyn Burns, Substitute Teacher (Lincoln), effective September 1, 2025, through February 27, 2026, with 2025-2026 salary to be at the prorated rate of \$50,743 (Step 4+M).
- 9) Approve the part-time appointment, .1 FTE, of Amy Norris as Music Teacher (Glendaal Elementary), effective September 1, 2025, through August 31, 2026, with 2025-2026 annual salary to be at the rate of \$9,950.50 (.1 FTE of Step 23+M). Ms. Norris has Permanent certification.
- 10) Approve the part-time appointment, .6 FTE, of Leslie Nuzzo as Art Teacher (Sacandaga Elementary), effective September 1, 2025 through August 31, 2026, with 2025-2026 annual salary to be at the rate of \$38,333.40 (.6 FTE of Step 12+M). Ms. Nuzzo has Professional certification.
- 11) Approve the part-time appointment of Mary Crandall as Teaching Assistant (Glendaal Elementary), effective September 1, 2025 through August 31, 2026, with 2025-2026 salary to be at the rate of (Step 6) plus longevity, 6.25 hours/day, 31.25 hours/week. Ms. Crandall has Level III Teaching Assistant certification.

- 12) Approve the part-time appointment of Darbi Ray as Teaching Assistant (Glendaal Elementary), effective September 1, 2025, through August 31, 2026, with 2025-2026 salary to be at the rate of \$20.03/hour, 6.50 hours/day, 32.50 hours/week. Ms. Ray has Level I Teaching Assistant certification.
- 13) Approve the appointment of Maureen Martinez as Permanent Building Substitute (Middle School), effective September 4, 2025, through June 25, 2026, with the 2025-2026 salary to be at the rate of \$200.00 per day worked.
- 14) Approve the appointment of Gary Barden as Permanent Building Substitute (Senior High School), effective September 4, 2025, through June 25, 2026, with the 2025-2026 salary to be at the rate of \$200.00 per day worked.
- 15) Approve the following individual as Technology Specialist Department Chair for the 2024-2025 school year:

Deb Byrne	Stipend - \$3,300.00
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- 16) Approve the relocation of the attached list of employees, effective September 1, 2025, with no change in salary, as submitted. See Separate Copy. (This letter is contained as Appendix AA to these minutes).
- 17) Retroactively approve the appointment of Rachel Frederick as a substitute teaching assistant in Extended School Year retroactive to July 8, 2025, at the rate of \$21.35/hour.
- 18) Approve the increase in hours for Andrea Hunter, Teacher Aide at Sacandaga, from 28.75 hours to 29.75 hours and keep the 30 minutes of weekly planning.
- 19) Approve Lorice Bolde, teacher aide at the high school, for 30 minutes of weekly planning.
- 20) Approve Alyssa Malone at 1/7 of their 24/25 contractual daily rate for IEP writing retroactive to August 6, 2025.
- 21) Approve Taylor Wood at 1/7 of their 24/25 contractual daily rate for participating in CSE meetings and IEP writing retroactive to August 6, 2025.
- 22) Approve the following staff to participate in CSE meetings retroactive to August 14, 2025, at 1/7 of their 24/25 contractual daily rate.

Sean O'Brien	Sarah Delorenzo
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Amy Lyons

Jacqueline Cubano

- 23) Approve the probationary appointment of Martinica Alton as Typist (Glendaal Elementary), in accordance with Civil Service Rules and Regulations, effective September 1, 2025, with the 2025-2026 salary to be at the rate of \$17.30 /hour, 4 hours/day, 10 month
- 24) Approve the provisional appointment of Kristen Rossler as Executive Secretary I (Glen-Worden Main office), in accordance with Civil Service Rules and Regulations, effective September 1, 2025, with 2025-2026 salary to be at the rate of \$19.00 /hour, 7.5 hours/day, 10 month + 20 summer additional days.
- 25) Approve the part- time appointment of William Kent as School Nurse (Float), effective September 1, 2025 -June 30, 2026, with the 2025- 2026 salary to be at the rate of \$33/hour, 20 hours per week. Mr. Kent has a current New York State Registered Professional Nurse License.
- 26) Approve the part-time appointment of Somawatie Cecil as School Nurse (Mekeel Christian Academy), effective September 1, 2025, through June 30, 2026, with the 2025- 2026 salary to be at the rate of \$30.84/hour, 17.5 hours per week.
- 27) Approve the permanent appointment of Jorge Manana as Executive Secretary I (Middle School – Guidance Office), in accordance with Civil Service Rules and Regulations, effective September 10, 2025, with 2025-2026 salary to be at the rate of \$19/hour, 8 hours/day, 10 months plus 20 summer days.
- 28) Approve the permanent appointment of Emily Wells as Executive Secretary I (Department of Physical Education/Athletics), in accordance with Civil Service Rules and Regulations, effective July 1, 2025, with the 2025-2026 salary to at the rate of \$19/hour, 7.5 hours/day, 10 months, 20 days.
- 29) Approve the permanent appointment of Nikkie Morgenstern as Executive Secretary I (Middle School), in accordance with Civil Service Rules and Regulations, effective September 1, 2025, with the 2025-2026 salary to be at the rate of \$19/hour, 8 hours/day, 10 months.
- 30) Approve the 10-month clerical support staff for summer training hours at the 2024-2025 rate, as submitted. See Separate Copy. (This letter is contained as Appendix BB to these minutes).
- 31) Approve the change in assignment of Ethan Dorries from Cleaner (Glendaal) to Senior Custodian (Glendaal), effective August 11, 2025, through on or around September 30, 2025, with a salary to be at the rate of \$28.38/hour (Step 1), 8 hours/day, 40 hours/week, in accordance with Civil Service Rules and Regulations.

- 32)** Approve additional summer hours for Caitlin Cerny, School Nurse (High School) at the 2024-2025 salary rate of \$37.48/hour for up to 25 additional hours, effective July 18, 2025, through August 31, 2025, for fall sport clearances.
- 33)** Approve the additional 2025 Secondary Summer School Appointment of Rachel Frederick, Teaching Assistant retroactive to July 7, 2025, through August 14, 2025, 4.75 hours/day
- 34)** Approve the list of School Bus Drivers and assignments for the 2025-2026 school year, as submitted. See Separate Copy. (This letter is contained as Appendix CC to these minutes).
- 35)** Approve the corrections to the following Senior High School supplemental appointments for collateral duties for the 2025-2026 school year.

<u>Activity/Club Name</u>	<u>Name</u>	<u>Stipend</u>
Mock Trial	Andrea DeMento	\$741.41
Mock Trial	Maggie Healy	\$741.41

- 36)** Approve the corrections to the Middle School supplemental appointments for collateral duties for the 2025-2026 school year.

<u>Activity/Club Name</u>	<u>Name</u>	<u>Stipend</u>
National Jr. Honor Society	Amanda Kuhn	\$301.17
National Jr. Honor Society	Stephanie St. Pierre	\$301.17
NJHS Student Advisor	TBD	No Stipend

- 37)** Approve the following supplemental appointments for the 2025-2026 school year:

David Aldi	HS AV Coordinator	Stipend - \$2,040.20
Chad Ploss	MS AV Coordinator	Stipend - \$1,315.10

- 38)** Rescind the fall coaching appointment of Nilang Suthar, Modified Volleyball coach, (Step 1).
- 39)** Approve the following 2025-2026 fall coaching appointments changes and additions:

Fall SportsFootball

JV Assistant Coach	Colden Wells	Step 1	\$2,950
JV Volunteer	Connor Leddick	Step 0	-0-
Modified Asst. Coach	Joe Bodden	Step 2	\$3,102
Modified Volunteer	Matt Freese	Step 0	-0-

Girls' Soccer

Varsity Volunteer	Taylor Wood	Step 0	-0-
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Winter SportsGirls' Basketball

Junior Varsity Coach	Joie Culkin	Step 1	\$2,993
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- 40) Approve the following High School Athletic Contest Chaperone's for the 2025-2026 school year, effective September 1, 2025, through June 30, 2026, at the rate set forth in collective bargaining contracts:

Desire Ramos

Deb Byrne

- 41) Approve the attached lists of Aides and Monitors for the 2025-2026 school year, as submitted. See Separate Copy. (This letter is contained as Appendix DD to these minutes).
- 42) Approve the 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. See Separate Copy. (This letter is contained as Appendix EE to these minutes).
- 43) Approve the attached list of additional substitutes for the 2025-2026 school year, as submitted. See Separate Copy. (This letter is contained as Appendix FF to these minutes).

33. Routine Business**a. Placements 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 September 8, 2025.

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

b. Treasurer's Report: August 2025

Other Business

Question about Health Forms – Superintendent Swartz will get more information.

Employee of the Month Announcement.

Thank you to B&G for planting the tree and the work that went with that.

HEARING/PRIVILEGE OF THE FLOOR FOR THE BOARD OF EDUCATION MEETING

None

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

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

The meeting adjourned at 8:12 p.m.



Cathleen Smith, District Clerk

Scotia-Glenville School District
Scotia, New York

Audit Committee Meeting Minutes
September 22, 2025
Room 143 MS

Meeting commenced at 5:03 p.m.

Attendees: Amy Pedrick, West & Company
Kim Talbot, BOE
Hal Talbot, BOE
Michael Torelli, BOE
Drew Giaquinto, Business Manager
Susan Swartz, Superintendent
Christine Carusone, Deputy Treasurer

Mr. Giaquinto opened the meeting by informing the Committee that Amy Pedrick, Partner at West & Company (the District's external auditing firm) would be providing an overview of the three external audits (Report on Financial Statements, Federal Award Program Single Audit and Extra Classroom Activity Funds) for the fiscal year ending June 30, 2025. He told the Board members that they were free to ask questions directly to Amy both this evening or by email afterwards. Also on the agenda for this evening is the corrective action plan for ECAF. He then turned the meeting over to Ms. Pedrick.

Ms. Pedrick reviewed the scope of the financial audit. She noted that, as in the past, all required documents were provided well in advance. Ms. Pedrick commended the Business Office for being prepared and providing all required documentation for the audit in a timely manner. She stated that West & Company's on-site time was minimal because of the district's timeliness. She reviewed the opinions on the financial statements, noting that the district received the highest opinions, which is consistent with prior years. She discussed the new accounting standard for this year - GASB 101 which overwrote GASB 16 – and pertains to compensated absences (formerly sick and vacation to be paid out at separation which now includes accounting for calculating the payment of sick time taken prior to separation). This is accrued on the long-term financial position and was a big standard for management to implement. It was labor intensive with a lot of data gathering and calculating. Surprisingly, it did not change our numbers significantly.

Pages 1-3 are the Independent Auditors' Report with a clean unmodified opinion, which is the highest opinion that can be given.

She reviewed pages 4-15, the management discussion and analysis. This is a way for management to give context to what is happening with the numbers. Some of the pieces are required:

- Page 9, the graphical depiction of revenue and expenses;
- Page 11, the budget variance narrative; and

- Pages 13-14, factors bearing on the District's future.

She noted two significant numbers on the financial statement that are out of the district's control, OPEB (Other Post-Employment Benefits) liability and net pension liability. These are actuarial numbers that the district is not allowed to fund (there is no reserve for this) and they make the net position a deficit. This is by no means indicative of the financial health of the district. The deficit of \$88 million can not be funded. The pension system has to be valued annually. ERS was slightly underfunded. TRS was slightly over. This has no bearing on what the contribution rates are. There are many pages related to the pension systems. She explained that assets are depreciated over time but they are an expense in the year that you buy it.

She explained that pages 18-20 are the more meaningful statements for the Board to look at. Page 18 is the balance sheet by fund (General Fund, Special Aid, School Lunch, Capital and Misc. Special Revenue). She explained that the \$12M General Fund balance consists of reserves:

- Unemployment;
- Tax Certiorari;
- Debt Service;
- Repair (used for repairs that occur less than annually; must do a public hearing to use these funds unless it is deemed an emergency and then it has to be replenished);
- Workers Compensation;
- EBLAR (funds to pay out departing staff);
- TRS, which has a funding limitation and the district is under the cap;
- ERS, which has no limitation;
- Assigned (encumbrances); and
- Unassigned (the district is at **1.7%, under the 4%** allowable limit for the unassigned balance).

Ms. Pedrick noted that Mr. Giaquinto reviews these reserves carefully every year. The assigned fund balance is the encumbrances at year end (purchase orders that have not been fulfilled as of June 30 carried over so as not to affect the 25-26 budget). Revenues are short of expenses in the budget development process and fund balance is used to make up the difference. Ms. Pedrick noted that unassigned fund balances are decreasing across districts – one of her districts actually went to 0. It is important to keep money in there while maintaining programs.

For Special Aid, the District draws down the money as they spend it. School Lunch has a fund balance of \$253,000. With CEP, most districts are performing better. Capital shows a deficit which will go away once the District does its bond financing. Special Revenue fund is largely made up of scholarships.

Mr. Giaquinto pointed out that the 4th fiscal projection reflected the decrease in fund balance and the discussions that have been going on since the beginning of the budget process. Ms. Pedrick saw those balances and agreed with those numbers.

The Statement of Fiduciary Net Position includes scholarships specific to donors that decide who the recipient will be versus donations that are left for principals or guidance counselors to decide. The district is the custodian of the ECAF funds but the students decide how to spend them.

With regard to the Notes to the Basic Financial Statements on pages 23-53, there is nothing new there. They are mostly devoted to the long-term items.

There was always a footnote for compensated absences. Page 25 has narrative for what is in each fund. Pages 28-33 are all pages relating to the pension systems as a whole. It is a lot of information that the district has nothing to do with or any control over. Pages 36-38 address the reserves, defines them and states how they can be funded and used.

Page 44 breaks down fixed assets. The right to use assets are typically BOCES purchases. BOCES retains the title to the asset and they have to be accounted for differently.

Page 45 reflects long term debt information and includes bonds payable and leases payable, as well as compensated absences. The intense amount of work that went into GASB 101 resulted in a minimal change. The liability went from \$941,000 to \$984,000. The principal and interest payments noted on this page are budgeted each year.

Pages 49-52 pertain to government-wide and post-employment benefits. Page 51 is a real number, a valuation of health insurance but it is an estimate that includes health care cost trends. The District has little control over the liability as it is impacted by the factors noted thereon.

Page 54 is required by GASB. It is a comparison of the original budget to final to actual. There is much explanation of this in the MD&A section referenced above. The interest rates were higher so earnings are higher than anticipated. Most of miscellaneous is from a refund of prior year BOCES. BOCES goes through year- end closeout process and refunds any surplus back to its component districts. Page 55 is the expense side of this requirement. Budget was underspent by about \$2M. Next year there will be a new page that explains the variances as that is the next new accounting standard.

Pages 56-58 pertain to post-employment benefits. Page 59 reflects that the District is at the 1.7% . We are allowed \$2.6M and we have \$1.1M. Our variances are acceptable but very tight. You always want to see more revenue than you budgeted. The controls in place in the Business Office are effective.

Page 60 shows all projects that are ongoing. The Business Office cleaned this up during the year. All the fund balances of 0 will go away on next year's schedule.

Page 65 is the opinion on the single audit on federal money. This year, the school lunch and breakfast program was reviewed and there were no findings. Covid funds were the subject of review over the last couple years because they were deemed higher risk as the amounts were larger and it was a new program. Page 70 is a summary of what she went over. It confirms that everything is good and there are no findings.

Superintendent Swartz asked if other districts are concerned about federal funding. Ms. Pedrick said no one has said that to her but they are all concerned. It was pointed out that we spent \$2.6M in federal money, with \$1.5M from DOE. That's our unassigned fund balance right there.

Lastly, ECAF funds were audited. NYS requires a separate audit on a cash basis. That qualification states that they are auditing from the point of deposit but does not mean the district is doing anything wrong. The \$105,000 is broken down between MS and HS. Advisors oversee the funds. NYS sees it as a fundraising tool and clubs must do profit and loss statements and inventory control forms. It is a way to teach fiscal accountability. Clubs also have to pay and charge sales tax. Every school district gets a management letter for ECAF. All those little things stood. The HS purged its fiscally dormant clubs. It was noted that clubs can be active without spending money.

Mr. Torelli asked about Booster Club and was informed that it is a completely separate entity.

In response to an inquiry, it was stated that the District is not fiscally stressed. We have adequate reserves and fund balance.

Mr. Talbot stated that we always have findings with ECAF but the numbers are improving. The auditors tested over 70% of the ECAF dollars and there were only 3 findings. Mr. Torelli inquired as to whether the State would come back to the clubs for the uncollected/unpaid sales tax. The response was that they have not done this in the past. Mr. Giaquinto mentioned that Questar does an annual training for ECAF advisors to give them the overview of the procedures to be followed.

Ms. Pedrick stated that the lack of anything bad means it is good. Auditors are limited to what they can say – "fairly stated" is a good finding.

Discussed that the audit is on the BOE agenda for tonight – Ms. Pedrick will present a much more concise overview of the highlights. It is now the Audit Committee's responsibility to update the BOE members that are not on the Committee and make their recommendation to accept the audit. They can move it tonight if they decide to, along with the Corrective Action Plan. The District will then do all its mandatory filings (State Ed, OSC, etc.) in advance of the October 15 deadline. Mr. Halbot stated that he is fine with moving the audit forward at tonight's BOE meeting.

The meeting ended at 5:50 p.m.