

SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT

Scotia, New York

December 19, 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, December 22, 2025. If necessary, the Board will entertain a motion to go into Executive Session prior to the open meeting at 6:30 p.m.

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


Sincerely yours,

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

Cathleen Smith

Clerk, Board of Education

## SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT

TO: Susan Swartz, Superintendent  
FROM: Andrew Giaquinto, School Business Manager   
DATE: December 17, 2025  
RE: Approval of the Shared Services Agreement with Guilderland Central School District

Attached please find the Shared Services Agreement between Scotia-Glenville CSD and Guilderland CSD for student transportation. Districts often share out-of-district routes when it would be practical and efficient to do so. New York State Education Law and General Municipal Law authorize this type of shared service. Both districts have students attending out-of-district programs in Castleton and Troy. Scotia is providing the buses and drivers and Guilderland is providing a bus attendant for the Troy route, consistent with their student's IEP.

There is no compensation due to either district for these services. This partnership is beneficial to both districts and the associated agreement has been approved by the school attorney.

I respectfully request that this be included on the agenda for the December 22 Board of Education meeting. It will be on Guilderland's agenda for their January 13 meeting. Thank you.

AG/cc

Attachments

pc: C. Bisailon

**SHARED SERVICES AGREEMENT BY AND BETWEEN  
THE BOARDS OF EDUCATION OF  
THE GUILDERLAND CENTRAL SCHOOL DISTRICT  
AND THE SCOTIA GLENVILLE CENTRAL SCHOOL DISTRICT**

WHEREAS, Guilderland Central School District (Hereinafter “Guilderland”), and the Scotia Glenville Central School District (“Scotia”) are public schools organized and operating under the laws of New York State (collectively the “Districts”); and

WHEREAS, each District currently operates its own transportation facility and department and each District, per its obligations, transports students to various locations outside each District’s boundaries;

WHEREAS, Guilderland is transporting two students to Paul Puccio School at Maple Hill in Castleton (“Paul Puccio”), New York during the 2025-26 school year and Scotia has a preexisting route traveling to and from the same location; and

WHEREAS, Guilderland is transporting another student to George Washington School in Troy, New York (“George Washington”) during the 2025-26 school year and Scotia has a preexisting route traveling to and from the same location; and

WHEREAS, the New York State Education Law and General Municipal Law authorize public school districts to arrange for shared services and, in an effort to provide efficient transportation services, the school districts desire to share transportation to and from the Paul Puccio and George Washington schools, subject to the following terms and conditions:

**THEREFORE THE PARTIES AGREE TO THE FOLLOWING:**

1. During the 2025-26 school year, Scotia will use its buses/vehicles, drivers and attendant (to Paul Puccio) to provide transportation to Guilderland and Scotia students to both schools. Guilderland will provide a bus attendant to George Washington for this transportation consistent with the respective students’ IEPs.
2. Term – The term of this agreement shall be for the duration of the 2025-26 school year, unless sooner terminated or extended as set forth below. This Agreement may be renewed on an annual basis upon the mutual agreement of the parties.
3. Payment – There is no compensation due to either school district based upon the provision of transportation/services as described herein.
4. Insurance - Each district will maintain insurance to cover liability for their own buses and employees, which will cover all students traveling on the bus. In addition, each district will name the other district, as additionally insured parties under their individual liability policies.

5. Employer- Employee Relationship - It is agreed between the parties that bus drivers and Paul Puccio attendant shall be employees of Scotia and shall not have an employer-employee relationship with Guilderland during the term of this agreement. The bus drivers and Paul Puccio attendant are not entitled to any benefit plan afforded to the employees of Guilderland, worker's compensation, unemployment insurance benefits, nor any other benefit, right or privilege available to employees of Guilderland. The bus attendant for George Washington shall be an employee of Guilderland and shall not have an employer-employee relationship with Scotia during the term of this agreement. The George Washington attendant is not entitled to any benefit plan afforded to the employees of Scotia, worker's compensation, unemployment insurance benefits, nor any other benefit, right or privilege available to employees of Scotia.
6. Inter-District Cooperation - The Districts will cooperatively create protocols for communicating between them, the handling of emergency situations, student disciplinary matters, and other situations which may give rise to the need for inter-district cooperation. Any student referrals for the Guilderland students shall be written up and provided to Guilderland as soon as practicable.
7. Indemnification - Scotia shall defend, indemnify and save harmless Guilderland, its officials, employees and agents, from and against all claims, damages, losses and expenses arising out of or in consequence of any negligent or intentional act or omission of Scotia, its officials, employees, volunteers or agents to the extent of its or their responsibility for such claims, damages, losses and expenses. Guilderland shall defend, indemnify and save harmless Scotia, its officials, employees and agents, from and against all claims, damages, losses and expenses arising out of or in consequence of any negligent or intentional act or omission of Guilderland, its officials, employees, volunteers or agents to the extent of its or their responsibility for such claims, damages, losses and expenses.
8. Termination – This Agreement may be terminated by either party with thirty (30) days written notice, or at any time by a mutual written Agreement between the parties.
9. Entire Agreement – The terms of this Agreement represent the final intent of the parties. Any modifications, rescission, or waiver of the terms of this Agreement shall be effective only if evidence by a subsequent writing which is executed and acknowledged by the parties with the same formalities accorded this basic Agreement.
10. This Agreement is subject to approval by both Boards of Education.

DATED:  
FOR GUILDERLAND:

FOR SCOTIA:


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Daniel Mayberry, Superintendent ,  
Guilderland Central School District

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Susan Swartz, Superintendent  
Scotia Glenville Central School District

## SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT

TO: Susan Swartz, Superintendent  
FROM: Andrew Giaquinto, School Business Manager   
DATE: December 18, 2025  
RE: \$12.5M Capital Project – State Contract Awards

The District will be utilizing two State contracts for the ongoing work associated with the 2024 Capital Improvement Project. These contracts are awarded through the NYS Office of General Services and school districts are allowed to utilize them. The HVAC control work is being awarded to Technical Building Services in the amount of \$238,850. The door control work is being awarded to Day Automation in the amount of \$98,564.42. These prices are within the budget for the project.

Please include the attached resolution for consideration at the December 22 Board meeting. Thank you for your attention to this matter.

AG/cc

Attachment

Resolution – Scotia-Glenville Central District  
2024 Capital Improvement Project Contract Award

WHEREAS the Scotia-Glenville Central School District solicited proposals from, Technical Building Services, Inc. an approved NYS OGS vendor (contract no. PT68868), for Intelligent Facility & Security Systems and Solutions, and Day Automation, Inc. NYS OGS vendor (contract no. PT68-783), for Security Solutions and Building Automation pertaining to the 2024 Capital Improvement Project (SED Project Numbers 53-02-02-06-0-002-033, 53-02-02-06-0-009-023, 53-02-02-06-0-005-018, 53-02-02-06-0-007-019, 53-02-02-06-0-001-022, 53-02-02-06-0-017-018, 53-02-02-06-1-006-010, 53-02-02-06-7-010-030), and under the authority established by the in-place “Best Value” procurement amendment, and Section 3 of Subdivision 5 indicating board approved standardization to General Municipal Law, may award the proposed contract values, in lieu of competitive bidding, as follows:


<b>Contract</b>	<b>Contractor</b>	<b>Amount</b>	
Contract No. 105 Controls	Technical Building Services, Inc. 12E Commerce Drive, Ballston Spa, NY 12020	Base Proposal	\$238,850.00
Contract No. 106 Security	Day Automation 7931 Rae Boulevard Victor, NY 14564	Base Proposal	\$98,564.42
<b>Total Award Contract Awarded</b>		<b>\$337,414.42</b>	

BE IT RESOLVED that the Board of Education of the Scotia-Glenville Central School District hereby awards the above contract and authorizes the Board President to execute the contracts between the District and the above contractor, in a form acceptable to the School District’s counsel, on the recommendation of the Superintendent and Architect.

Be it further resolved that the school district administration, architect, and legal counsel are directed to draft and execute the necessary documents, in a form acceptable to the School District’s counsel, to commence construction on the Project.



Scotia-Glenville School District  
Scotia, New York

TO: Susan Swartz, Superintendent  
FROM: Andrew Giaquinto, School Business Manager   
RE: 25/26 \$100K Capital Project – Contract Resolution  
DATE: December 17, 2025

The 25/26 \$100,000 capital outlay project is the replacement of the basketball hoops in the old gym at the High School, along with replacement of some pads. The condition of the hoops was brought to our attention last year and we obtained quotes on the repair/replacement. The baskets are lowered and able to be used but they cannot be raised. This limits some of the other uses of the gym as the hoops can interfere while in the lowered position.

The \$100k project will receive building aid at the ratio of approximately 74%.

In September, the Board passed the associated SEQR resolution. SED has subsequently approved the project.

Attached is the resolution to award the contract for the work to Facilities Equipment and Service, Inc. (FES). FES is an authorized local dealer for the Sourcewell awarded contractor Porter Athletics (Sourcewell contract 050924-PTA) for athletic equipment. Both the stanchions and the padding can be purchased through this company.

I respectfully request that this resolution be placed on the agenda for the December 22, 2025 Board of Education meeting. Please let me know if you have any questions.

Thank you.

AG/cc  
Attachment

Resolution – Scotia-Glenville Central District  
2025 Capital Outlay Project Contract Award

WHEREAS the Scotia-Glenville Central School District solicited a proposal from Facilities Equipment and Service, Inc., an authorized local dealer for the Sourcewell awarded contractor for athletic equipment Porter Athletics (Sourcewell contract 050924-PTA), pertaining to the 2025 Capital Outlay Project (SED Project Number 53-02-02-06-0-002-034), and under the authority established by the in-place “Best Value” procurement amendment, and Section 3 of Subdivision 5 indicating board approved standardization to General Municipal Law, may award the proposed contract value, in lieu of competitive bidding, as follows:

<b>Contract</b>	<b>Contractor</b>	<b>Amount</b>	
Gym Hoop And Padding Replacement (HS)	Facilities Equipment & Service, Inc. 1745 Amsterdam Road Ballston Spa, NY 12020	Not to Exceed	\$90,000
<b>Total Award Contract Awarded (not to exceed)</b>			<b>\$90,000</b>

BE IT RESOLVED that the Board of Education of the Scotia-Glenville Central School District hereby awards the above contract and authorizes the Superintendent to execute the contracts between the District and the above contractor, in a form acceptable to the School District’s counsel, on the recommendation of the Superintendent and Architect.

Be it further resolved that the school district administration, architect, and legal counsel are directed to draft and execute the necessary documents, in a form acceptable to the School District’s counsel, to commence construction on the Project.



**RESOLUTION OF THE SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION DECEMBER 22, 2025 TO ACCEPT A \$100.00  
DONATION TO BE APPLIED TO THE MARY MORAN-RAYMOND  
MEMORIAL SCHOLARSHIP**

**WHEREAS**, the Scotia-Glenville School District was the recipient of a donation of \$100.00 from Warren and Beverly Geisler. to be applied to the Mary Moran-Raymond Memorial Scholarship, NOW THEREFORE,

**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 these donations, authorizes the increase in Special Revenue Account 2705 Gifts and Donations for the receipt of said funds, and authorizes the increase in the applicable Special Revenue Fund Appropriation Account.

12/12/25



**RESOLUTION OF THE SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION DECEMBER 22, 2025, TO ACCEPT A \$500.00  
DONATION TO BE APPLIED TO THE DOROTHY BURBANK SCHOLARSHIP**

**WHEREAS**, the Scotia-Glenville School District was the recipient of a donation of \$500.00 from the Lincoln School PTA, to be applied to the Dorothy Burbank Scholarship, NOW THEREFORE,

**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 these donations, authorizes the increase in Special Revenue Account 2705 Gifts and Donations for the receipt of said funds, and authorizes the increase in the applicable Special Revenue Fund Appropriation Account.

**RESOLUTION OF THE SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION DECEMBER 22, 2025 TO ACCEPT A \$500.00  
DONATION TO BE APPLIED TO THE CAROLYN GERDIN SCHOLARSHIP**

**WHEREAS**, the Scotia-Glenville School District was the recipient of a donation of \$500.00 from the Lincoln School PTA, to be applied to the Carolyn Gerdin Scholarship, NOW THEREFORE,

**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 these donations, authorizes the increase in Special Revenue Account 2705 Gifts and Donations for the receipt of said funds, and authorizes the increase in the applicable Special Revenue Fund Appropriation Account.

12/17/25

**RESOLUTION OF THE SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION DECEMBER 22, 2025  
TO ACCEPT A \$400 DONATION TO BE APPLIED TO THE SGHS  
SECRETARIAL ASSOCIATION SCHOLARSHIP FUND**

**WHEREAS**, the Scotia-Glenville School District was the recipient of a donation of \$400.00 from a districtwide fundraiser, to be applied to the SGHS Secretarial Association Scholarship, NOW THEREFORE,

**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 these donations, authorizes the increase in Special Revenue Account 2705 Gifts and Donations for the receipt of said funds, and authorizes the increase in the applicable Special Revenue Fund Appropriation Account.

12/10/25



**SCOTIA-GLENVILLE CENTRAL SCHOOLS**  
**Scotia, New York**

**RESOLUTION ACCEPTING AND APPROPRIATING**  
**GIFTS AND DONATIONS**  
**December 22, 2025**

**WHEREAS**, Upstate Images has issued a commission check for \$1,855.47 to Scotia-Glenville Middle School as part of their fall picture program, Now, Therefore, Be it

**RESOLVED**, that the Board of Education hereby accepts with gratitude the gift of \$1,855.47.

12/10/25

**RESOLUTION OF THE SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION DATED DECEMBER 22, 2025  
TO ACCEPT THE COMMISSION OF \$98.00 FROM UPSTATE IMAGES TO  
THE ATHLETIC DEPARTMENT**

**WHEREAS**, the Scotia-Glenville School District was the recipient of a \$98.00 commission from Upstate Images as part of their fall picture program, 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 Upstate Images as part of their fall picture program 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 \$98.00.

12/12/25

**RESOLUTION OF THE SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION DATED DECEMBER 22, 2025  
TO ACCEPT THE COMMISSION OF \$1,185.07 FROM UPSTATE IMAGES TO  
GLENDAAL ELEMENTARY SCHOOL**

**WHEREAS**, the Scotia-Glenville School District was the recipient of a \$1,185.07 commission from Upstate Images as part of their fall picture program, 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 Upstate Images as part of their fall picture program 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 A2110.451.06 in the amount of \$1,185.07.

12/12/25

# 1500 PUBLIC USE OF SCHOOL FACILITIES

While the district's school buildings and grounds are maintained primarily for the purpose of educating students within the district, the Board of Education recognizes that the buildings and grounds are a valuable community resource and believes that this resource should be available to the community for specific uses that will not interfere with educational activities. This policy is intended to identify the use that community groups may make of those facilities.

## **Permitted Uses**

District facilities may be used for the purposes listed below, subject to the conditions and restrictions set forth in this policy.

- A. Instruction in any branch of education, learning or the arts.
- B. Public library purposes, subject to provisions of the Education Law or as stations of the public libraries.
- C. Social, civic and recreational meetings and entertainments, or other uses pertaining to the welfare of the community so long as such uses are non-exclusive and open to the general public.
- D. Meetings, entertainment and occasions where admission fees are charged, when the proceeds are to be spent for an educational or charitable purpose.
- E. Polling places for holding primaries and elections, for the registration of voters and for holding political meetings.
- F. Civic forums and community centers.
- G. Recreation, physical training and athletics, including competitive athletic contests of children attending a private, nonprofit school.
- H. Child-care programs when school is not in session, or when school is in session for the children of students attending of the district and if there is additional space available for children of employees of the district.
- I. Graduation exercises held by not-for-profit elementary and secondary schools, provided that no religious service is performed.

## **Prohibited Uses**

Any use not permitted by this policy is prohibited. In addition, the following uses are specifically prohibited.

- A. Use of district facilities by an outside organization or group to conduct religious services or religious instruction.
- B. Meetings sponsored by political organizations.
- C. Meetings, entertainments and occasions that are under the exclusive control of and the proceeds are to be applied for the benefit of a society, association or organization or a religious sect or denomination or of a fraternal, secret or exclusive society or organization, other than veterans'

organizations or volunteer fire fighters or volunteer ambulance workers.

### Conditions of Use for District Facilities

A. Use of district facilities may be permitted unless such facilities are in use for school purposes, or during educational programs. The district reserves exclusive and non-reviewable judgment to determine if a requested use would interfere with or disturb the district's educational programs.

B. To ensure that district facilities are preserved for the benefit of the greater district community, ~~only~~ community-based groups and organizations (that is, groups which are located within the geographic area covered by the district) may be granted **priority** access to the district facilities.

C. Use of district facilities will be permitted only where the applicant agrees to pay the district a user fee according to a schedule adopted by the district to cover the costs of heat, electricity, maintenance, custodial services and any other expenses associated with the requested use. Use is further conditioned upon the applicant's agreement to pay additional fees associated with the use of any additional services or equipment. The district retains the right to condition use upon an applicant depositing with the district a sum equaling the estimated costs and fees associated with the proposed use 10 days in advance of the requested use. The district retains the further right to waiver user fees ~~for groups that are associated with or sponsored by the district.~~

D. Where, in the judgment of the district, the requested use of district facilities requires special equipment or supervision, the district reserves the right to deny such use, or in the alternative, to condition such use upon the applicant's payment of additional fees in accordance with paragraph C above. Only authorized personnel shall operate district equipment.

E. Use of district facilities will only be permitted where the organization provides the district timely evidence of adequate insurance coverage (\$1,000,000 minimum) **naming the district as an additional insured on a primary and non-contributory basis with waiver of subrogation** to save the district harmless from all liability, property damage, personal injuries and/or medical expenses. The district will exercise complete and unreviewable discretion regarding what constitutes adequate insurance coverage for each proposed use.

F. The Board reserves the discretion to deny use of district facilities described above, or to terminate use of district facilities **in its sole discretion, including for, but not limited to, the following reasons:**

- By an applicant who has previously misused or abused district facilities or property or who has violated this policy;
- For any use which could have the effect of violating the Establishment Clause of the United States Constitution or other provisions of the United States or New York State Constitutions;
- For any use which the Board deems inconsistent with this policy;
- For any use by a private for-profit entity that has the direct or indirect effect of promoting the products or services of such entity;
- In any instance where alcoholic beverages or unlawful drugs are sold, distributed, consumed, promoted or possessed;
- For any use prohibited by law.



## 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 ~~through ML Schedules~~ at least ~~30~~ 10 days prior to the date of the requested use. ~~A permit application is available in the Business Office. The application and request process can be found on the district website under District Services, Facilities Scheduling Request.~~

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

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.~~ Entering a request into ML Schedules attests 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~~ Approved requests shall be valid only for the facility use, dates and time specified in the ~~permit request~~. No adjustment to the ~~permit request~~ is allowed within 3 days of the event except with the prior written approval of the Superintendent or Business Manager. ~~Permits Requests~~ shall not be transferrable.

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

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~~ approval 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 December , 2025

Tahiesha Williams Roberts  
Cleaner  
819 Hampton Avenue  
Schenectady, NY 12309  
718-757-8128  
williamstahi@yahoo.com

December 8, 2025

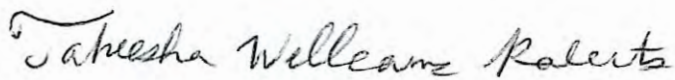
Dennis Cooper  
Facilities Supervisor  
Scotia-Glenville Middle School  
10 Prestige Pkwy  
Scotia, NY 12302

Dear Dennis Cooper:

Please accept this letter as my formal resignation from my position as Cleaner at Scotia-Glenville Middle School. My last day of work will be December 30, 2025.

Thank you for the opportunity to work with Scotia-Glenville Middle School, and I am grateful for the experience and knowledge gained during my time here.

Sincerely,

A handwritten signature in cursive script that reads "Tahiesha Williams Roberts".

Tahiesha Williams Roberts

December 17, 2025

Superintendent Susan Swartz  
900 Preddice Parkway  
Scotia, NY 12302

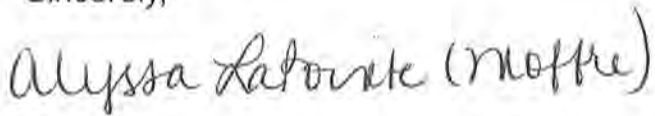
Dear Susan,

I am writing to inform you of my intent to retire from Scotia Glenville School District on September 22, 2026.

I will continue to use both the health and dental insurance plans that the district provides in my retirement.

Please forward my accumulated sick time buyout into my 403(b), as per our contract.

Sincerely,

A handwritten signature in black ink that reads "Alyssa LaPointe (Moffre)". The signature is written in a cursive, flowing style.

Alyssa LaPointe (Moffre)

CC: Peter Bednarek  
Matthew Hubbell

December 10, 2022

Christopher D. Crounse  
Social Studies Teacher  
Scotia-Glenville High School  
1 Tartan Way  
Scotia, NY 12302

Superintendent Susan Swartz  
Scotia-Glenville Board of Education  
Scotia-Glenville Central School District  
900 Preddice Parkway  
Scotia-NY, 12302

Dear Mrs. Swartz, President Talbot and the Board of Education,

I intend to retire from my position as a Social Studies teacher on June 30, 2026. I intend to continue on the district's health and dental insurance in retirement. I would like my sick time to be added to my 403b, per contractual language, at the end of the year.

Regards,

  
Christopher D. Crounse

Cc: Peter Bednarek-Principal  
Marissa Gordon-Humanities Department Head

December 12, 2026

Dear Susan Swartz,

I am writing to you to inform you of my intent to retire from my school counselor position in the Scotia-Glenville School District on June 30, 2026.

I intend to continue on the district health and dental family insurance plans through retirement.

I would also like my unused sick days reimbursement added to my 403B account.

I started out a Tartan and am proud to retire as a Tartan.

Sincerely,



Lise Williams

School Counselor



Dear Scotia-Glenville Central School District Board of Education,

With this letter, I am officially notifying you of my intention to retire. My official retirement date will be August 20, 2026. I do intend to continue on the family plan for both the district health and dental insurance in retirement. In addition, I have a 403b plan in which to deposit the sick day incentive.

While I look forward to the next chapter of my life, I want to offer my sincere gratitude for all of the opportunities you created for me at Scotia-Glenville Middle School. I have many great memories of my time here as a Special Education teacher and I feel so fortunate to be completing my teaching career at my Alma Mater.

Sincerely,  
Amy Lyons



## **Substitutes**

**TO BE APPROVED BY THE BOARD 12/22/2025**

### **New Teacher Sub(s)BOCES:**

Batzinger, Kevin  
Brown, Jan  
Enright, Wendi  
Ferritto, Joseph  
Hammond, Jeffrey  
Hoefs, Kevin  
LaVigne, Paul  
Leavens, Lauren  
Weber, Martha  
Wiegert, Piper  
Williams, Deanna

### **Returning Teacher Subs(BOCES):**

### **Substitute Teaching Assistant(s):**

### **Substitute Teacher Aide(s):**

LaPoint, Ryan

### **Substitute Transportation Aide(s):**

### **Substitute Bus Driver(s):**

Mazzucco, Robert

### **Substitute Monitor(s):**

### **Substitute Cleaner(s):**

**Scotia-Glenville Central School District**  
**Bank Reconciliations and Treasurer's Report**  
**11/30/2025**

**JPMorgan Chase Bank**

**General Fund and Trust Funds**

Bank stmt ending balance acct 5199	11/30/2025	\$	2,562.30
Bank stmt ending balance acct 0043	11/30/2025	\$	38,829.04
Bank stmt ending balance acct 0577	11/30/2025	\$	453,523.78
Outstanding Payroll Checks	\$	4,394.45	
Outstanding Accounts Payable Checks	\$	137,589.97	
Less: Total Outstanding Checks		\$	(141,984.42)
Total Bank Balance	11/30/2025	\$	352,930.70
G/L acct ending balance	<b>A203</b>	11/30/2025	\$ 1,933,797.33
G/L acct ending balance	<b>C203</b>	11/30/2025	\$ (180,542.11)
G/L acct ending balance	<b>F21200</b>	11/30/2025	\$ 5,719.61
G/L acct ending balance	<b>F25200</b>	11/30/2025	\$ 25,827.39
G/L acct ending balance	<b>F24200</b>	11/30/2025	\$ (31,013.12)
G/L acct ending balance	<b>H25203</b>	11/30/2025	\$ (881,340.68)
G/L acct ending balance	<b>H200</b>	11/30/2025	\$ (90,000.00)
G/L acct ending balance	<b>H24203</b>	11/30/2025	\$ (451,315.93)
G/L acct ending balance	<b>TC200</b>	11/30/2025	\$ (5,075.00)
G/L acct ending balance	<b>CM200</b>	11/30/2025	\$ (746.37)
G/L acct ending balance	<b>FSUM200</b>	11/30/2025	\$ 27,589.58
Total G/L Balance	11/30/2025	\$	352,900.70
Variance		\$	30.00
Check 76450 voided by bank as \$30		\$	(30.00)

**JPMorgan Chase Bank**

**General Fund MMA acct ending 6144**

Bank stmt ending balance	11/30/2025	\$	208,029.73
Total Bank ending balance		\$	208,029.73
G/L acct ending balance	<b>A205</b>	11/30/2025	\$ 102,560.73
G/L acct ending balance	<b>C205</b>	11/30/2025	\$ 90,169.00
G/L acct ending balance	<b>CM205</b>	11/30/2025	\$ 300.00
G/L acct ending balance	<b>TC205</b>	11/30/2025	\$ 15,000.00
Total G/L Balance		\$	208,029.73
Variance		\$	-

**JPMorgan Chase Bank**

**General Fund MMA acct ending 6241**

Bank stmt ending balance	11/30/2025	\$	-
Total Bank ending balance		\$	-
G/L acct ending balance	<b>H24 205</b>	11/30/2025	\$ -
G/L acct ending balance	<b>HF 200</b>	11/30/2025	\$ -
Total G/L ending balance		\$	-
Variance		\$	-

## Treasurer's Report

### General Fund And Trust Funds

Beginning Balance November 1, 2025 \$ 243,386.30

#### Deposits

Transfer from MCB/1st National

Transfer from General Money Market Account \$ 5,321,659.17

Misc. C/R's

BOCES

Interest \$ 647.80

Transfer from other funds-due to/fr's

Total Deposits \$ 5,322,306.97

#### Disbursements:

See Cash Disbursement Schedule 11 \$ 542,915.93

See Cash Disbursement Schedule 31 \$ 236,718.18

See Cash Disbursement Schedule 32 pr \$ 1,169,003.36

See Cash Disbursement Schedule 34 \$ 1,108,423.14

See Cash Disbursement Schedule 35 \$ 878,874.89

See Cash Disbursement Schedule 36 pr \$ 1,276,857.07

Transfer to other funds-due to/fr's

Total Disbursements: \$ 5,212,792.57

Ending General Ledger Balance November 30, 2025

A203 \$ 352,900.70

### General Fund Money Market

Beginning Balance November 1, 2025 \$ 191,975.66

#### Deposits:

Interest \$ 158.48

Receipts from NYS:

School lunch program \$ 90,169.00

Aid - Gen Aid / Excess Cost / STAR \$ 101,780.13

Summer Program Aid/Reimb.

Grants

Medicare Reimbursement

Medicaid

Miscellaneous Cash Receipts (inc. Property taxes) \$ 100,605.63

Transfer \$ 5,045,000.00

BUS Bond Proceeds

Uncollected taxes/Misc.

Total Deposits \$ 5,337,713.24

#### Disbursements:

Transfer to checking \$ 5,321,659.17

Transfer to MCB

Debt Payments

Bus Purchases

ERS

Total Disbursements \$ 5,321,659.17

Ending General Ledger Balance November 30, 2025

A205, A207, HE205 \$ 208,029.73

### General Fund Money Market

Beginning Balance November 1, 2025 \$ -

#### Deposits:

Interest \$ -

Transfers

Total Deposits \$ -

#### Disbursements:

Transfer to other funds-due to/fr's

Transfer to General Money Market Account

Total Disbursements \$ -

Ending General Ledger Balance November 30, 2025

H18200, HF200, H21205 \$ -

**Scotia-Glenville Central School District**  
**Bank Reconciliations and Treasurer's Report**  
**11/30/2025**

**1st National Bank of Scotia**  
**Municipal Now acct ending 5514**

---

Bank stmt ending balance		11/30/2025	\$	21,519.39
Total Bank ending balance			\$	21,519.39
G/L acct ending balance	<b>A200</b>	11/30/2025	\$	(1,832.61)
G/L acct ending balance	<b>CM201</b>	11/30/2025	\$	23,352.00
Total Bank ending balance			\$	21,519.39
Variance			\$	-

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

---

Bank stmt ending balance		11/30/2025	\$	2.46
Total Bank ending balance			\$	2.46
G/L acct ending balance	<b>A201</b>	11/30/2025	\$	2.46
Variance			\$	-

**1st National Bank of Scotia**  
**Business Checking acct ending 4809**

---

Bank stmt ending balance		11/30/2025	\$	3,971.60
Total Bank ending balance			\$	3,971.60
G/L acct ending balance	<b>C200</b>	11/30/2025	\$	3,971.60
Variance			\$	-

# **Treasurer's Report**

## **General Fund and Trust Funds**

Beginning Balance November 1, 2025 \$ 156,041.12

### **Deposits:**

Taxes from County		
Miscellaneous Cash Receipts/Property Tax Deposits	\$ 450,204.14	
Extraclassroom		
Scholarships		
Health payments		
Interest	\$ 1.39	
<b>Total Deposits:</b>		\$ 450,205.53

### **Disbursements:**

Transfers	\$ 584,727.26	
Ta to A		
Transfer Fees (Wires)		
Returned checks and Fees		
<b>Total Disbursements:</b>		\$ 584,727.26

Ending General Ledger Balance November 30, 2025	\$ 21,519.39
A200	

## **General Fund**

Beginning Balance November 1, 2025 \$ 9.46

### **Deposits:**

Property Tax Deposits		
Transfers	\$ 589,916.41	
Interest	\$ 2.46	
<b>Total Deposits:</b>		\$ 589,918.87

### **Disbursements:**

Wire Transfer fee		
Transfers	\$ 589,925.87	
<b>Total Disbursements:</b>		\$ 589,925.87

Ending General Ledger Balance November 30, 2025	\$ 2.46
A201	

## **School Lunch Fund**

Beginning Balance November 1, 2025 \$ 1,654.90

### **Deposits:**

School lunch program	\$ 7,505.85	
Transfers		
Returned check(s)		
		\$ 7,505.85

### **Disbursements:**

Transfers	\$ 5,189.15	
\$ due to GF //MM		
Returned checks/Bank charges		
<b>Total Disbursements:</b>		\$ 5,189.15

Ending General Ledger Balance November 30, 2025	\$ 3,971.60
C200, C200-1	

**Scotia-Glenville Central School District**  
**Bank Reconciliations and Treasurer's Report**  
**11/30/2025**

**Metropolitan Commercial Bank**  
**Scholarship & Award acct ending 4012**

---

Bank stmt ending balance		11/30/2025	\$	-
Bank stmt ending balance Demand Deposit		11/30/2025	\$	274,214.68
Total Bank ending balance			\$	<u>274,214.68</u>
G/L acct ending balance	<b>TC460</b>	11/30/2025	\$	274,214.68
Total G/L ending balance			\$	<u>274,214.68</u>
Variance			\$	<u><u>-</u></u>

**Metropolitan Commercial Bank**  
**ERS Reserve acct ending 4063**

---

Bank stmt ending balance		11/30/2025	\$	-
Bank stmt ending balance Demand Deposit		11/30/2025	\$	1,360.47
Total Bank ending balance			\$	<u>1,360.47</u>
G/L acct ending balance	<b>A467</b>	11/30/2025	\$	1,360.47
Variance			\$	<u><u>-</u></u>

**Metropolitan Commercial Bank**  
**Employee Benefit Reserve acct ending 4055**

---

Bank stmt ending balance		11/30/2025	\$	-
Bank stmt ending balance Demand Deposit		11/30/2025	\$	667.93
Total Bank ending balance			\$	<u>667.93</u>
G/L acct ending balance	<b>A462</b>	11/30/2025	\$	667.93
Variance			\$	<u><u>-</u></u>

**Treasurer's Report****Metropolitan Commercial Bank Scholarship**

Beginning Balance November 1, 2025 \$ 273,390.02

**Deposits:**

Transfer  
Interest \$ 824.66  
\$ 824.66

**Disbursements:**

Transfer \$ -

Ending General Ledger Balance November 30, 2025  
TC460 \$ 274,214.68

**Metropolitan Commercial Bank ERS Reserve**

Beginning Balance November 1, 2025 \$ 1,356.38

**Deposits:**

Transfer  
Interest \$ 4.09  
\$ 4.09

**Disbursements:**

Transfer \$ -

Ending General Ledger Balance November 30, 2025  
A467 \$ 1,360.47

**Metropolitan Commercial Bank Employee Benefit Reserve**

Beginning Balance November 1, 2025 \$ 665.92

**Deposits:**

Transfer  
Interest \$ 2.01  
\$ 2.01

**Disbursements:**

Transfer \$ -

Ending General Ledger Balance November 30, 2025  
A462 \$ 667.93



# Scotia-Glenville Central School District

## Bank Reconciliations and Treasurer's Report

### 11/30/2025

#### Metropolitan Commercial Bank

##### Tax Cert acct ending 4047

Bank stmt ending balance		11/30/2025	\$	-
Bank stmt ending balance Demand Deposit		11/30/2025	\$	667,217.19
Total Bank ending balance			\$	<u>667,217.19</u>
G/L acct ending balance	<b>A466</b>	11/30/2025	\$	667,217.19
Variance			\$	<u><u>-</u></u>

#### Metropolitan Commercial Bank

##### Unemployment Reserve acct ending 4039

Bank stmt ending balance		11/30/2025	\$	-
Bank stmt ending balance Demand Deposit		11/30/2025	\$	181,462.48
Total Bank ending balance			\$	<u>181,462.48</u>
G/L acct ending balance	<b>A465</b>	11/30/2025	\$	181,462.48
Variance			\$	<u><u>-</u></u>

#### Metropolitan Commercial Bank

##### Workers Comp Reserve acct ending 4020

Bank stmt ending balance		11/30/2025	\$	-
Bank stmt ending balance Demand Deposit		11/30/2025	\$	936.58
Total Bank ending balance			\$	<u>936.58</u>
G/L acct ending balance	<b>A464</b>	11/30/2025	\$	936.58
Variance			\$	<u><u>-</u></u>

### Treasurer's Report

**Metropolitan Commercial Bank Tax Cert Reserve**

Beginning Balance November 1, 2025 \$ 665,210.62

**Deposits:**

Transfer

Interest \$ 2,006.57 \$ 2,006.57

**Disbursements:**

Transfer

\$ -

Ending General Ledger Balance November 30, 2025

\$ 667,217.19

A466

**Metropolitan Commercial Bank Unemployment Reserve**

Beginning Balance November 1, 2025 \$ 180,916.76

**Deposits:**

Transfer

Interest \$ 545.72 \$ 545.72

**Disbursements:**

Transfer

\$ -

Ending General Ledger Balance November 30, 2025

\$ 181,462.48

A465

**Metropolitan Commercial Bank Workers Comp Reserve**

Beginning Balance November 1, 2025 \$ 933.76

**Deposits:**

Transfer

Interest \$ 2.82 \$ 2.82

**Disbursements:**

Transfer

\$ -

Ending General Ledger Balance November 30, 2025

\$ 936.58

A464

**Scotia-Glenville Central School District**  
**Bank Reconciliations and Treasurer's Report**  
**11/30/2025**

**Metropolitan Commercial Bank**  
**TRS Reserve acct ending 4098**

---

Bank stmt ending balance		11/30/2025	\$	-
Bank stmt ending balance Demand Deposit		11/30/2025	\$	1,616,964.03
Total Bank ending balance			\$	<u>1,616,964.03</u>
G/L acct ending balance	<b>A461</b>	11/30/2025	\$	1,616,964.03
Variance			\$	<u><u>-</u></u>

**Metropolitan Commercial Bank**  
**Reserve for Debt acct ending 4071**

---

Bank stmt ending balance		11/30/2025	\$	-
Bank stmt ending balance Demand Deposit		11/30/2025	\$	1,053,605.63
Total Bank ending balance			\$	<u>1,053,605.63</u>
G/L acct ending balance	<b>A468</b>	11/30/2025	\$	1,053,605.63
Variance			\$	<u><u>-</u></u>

**Metropolitan Commercial Bank**  
**Municipal/School Deposits acct ending 3822**

---

Bank stmt ending balance		11/30/2025	\$	245,516.98
Bank stmt ending balance Demand Deposit		11/30/2025	\$	23,472,935.95
Total Bank ending balance			\$	<u>23,718,452.93</u>
G/L acct ending balance	<b>A460</b>	11/30/2025	\$	23,718,452.93
Variance			\$	<u><u>-</u></u>

**Treasurer's Report****Metropolitan Commercial Bank TRS Reserve**

Beginning Balance November 1, 2025 \$ 1,612,101.23

**Deposits:**

Transfer		\$	-
Interest	\$ 4,862.80	\$	-
		\$	4,862.80

**Disbursements:**

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

Ending General Ledger Balance November 30, 2025 \$ 1,616,964.03

A461

**Metropolitan Commercial Bank Reserve for Debt**

Beginning Balance November 1, 2025 \$ 1,050,437.05

**Deposits:**

Transfer			
Interest	\$ 3,168.58	\$	3,168.58

**Disbursements:**

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

Ending General Ledger Balance November 30, 2025 \$ 1,053,605.63

A468

**Metropolitan Commercial Bank General Fund**

Beginning Balance November 1, 2025 \$ 25,575,496.13

**Deposits:**

Transfer	\$ 3,110,043.93		
Interest	\$ 77,912.87	\$	3,187,956.80

**Disbursements:**

Transfers	\$ 5,045,000.00	\$	5,045,000.00
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Ending General Ledger Balance November 30, 2025 \$ 23,718,452.93

A460

**Scotia-Glenville Central School District**  
**Bank Reconciliations and Treasurer's Report**  
**11/30/2025**

**Metropolitan Commercial Bank**  
**Municipal/School Deposits acct ending 5213**

---

Bank stmt ending balance		11/30/2025	\$	-
Bank stmt ending balance Demand Deposit		11/30/2025	\$	791,476.14
Total Bank ending balance			\$	<u>791,476.14</u>
G/L acct ending balance	<b>A469</b>	11/30/2025	\$	791,476.14
Variance			\$	<u><u>-</u></u>

**Metropolitan Commercial Bank**  
**Municipal/School Deposits acct ending 6651**

---

Bank stmt ending balance		11/30/2025	\$	-
Bank stmt ending balance Demand Deposit		11/30/2025	\$	7,302,993.51
Total Bank ending balance			\$	<u>7,302,993.51</u>
G/L acct ending balance	<b>H21 460</b>	11/30/2025	\$	0.41
G/L acct ending balance	<b>H24 460</b>	11/30/2025	\$	7,302,993.10
Total G/L ending balance			\$	<u>7,302,993.51</u>
Variance			\$	<u><u>-</u></u>

**Treasurer's Report**

**Metropolitan Commercial Bank Repair Reserve**

Beginning Balance November 1, 2025		\$	789,095.88
------------------------------------	--	----	------------

Transfer

Interest	\$	2,380.26	\$	2,380.26
----------	----	----------	----	----------

**Disbursements:**

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

Ending General Ledger Balance November 30, 2025

\$ 791,476.14

A469

**Metropolitan Commercial Bank Capital Reserve**

Beginning Balance November 1, 2025		\$	9,799,599.96
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**Deposits:**

Transfer

Interest		23511.61	\$	23,511.61
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**Disbursements:**

Transfer	\$	2,520,118.06	\$	2,520,118.06
----------	----	--------------	----	--------------

Ending General Ledger Balance November 30, 2025

\$ 7,302,993.51

H21460

**Scotia-Glenville Central School District**  
**Bank Reconciliations and Treasurer's Report**  
**11/30/2025**

**Greene County Commercial Bank**  
**Municipal NOW acct ending 1741**

---

Bank stmt ending balance		11/30/2025	\$	96,695.07
Total Bank ending balance			\$	96,695.07
G/L acct ending balance	<b>A 213</b>	11/30/2025	\$	96,695.07
Variance			\$	-

**Greene County Commercial Bank**  
**Municipal NOW acct ending 5190**

---

Bank stmt ending balance		11/30/2025	\$	1,467,175.65
Total Bank ending balance			\$	1,467,175.65
G/L acct ending balance	<b>A 477</b>	11/30/2025	\$	1,467,175.65
Variance			\$	-

**Greene County Commercial Bank**  
**Municipal NOW acct ending 5207**

---

Bank stmt ending balance		11/30/2025	\$	686,280.07
Total Bank ending balance			\$	686,280.07
G/L acct ending balance	<b>A 472</b>	11/30/2025	\$	686,280.07
Variance			\$	-

**NYCLASS General Fund**

---

Bank stmt ending balance		G/L acct endin	\$	1,016,620.69
Total Bank ending balance			\$	1,016,620.69
G/L acct ending balance	<b>A450</b>	G/L acct endin	\$	1,016,620.69
Total G/L ending balance			\$	1,016,620.69
Variance			\$	-

### Treasurer's Report

**GREENE COUNTY COMMERCIAL BANK**

Beginning Balance November 1, 2025 \$ 96,392.98

**Deposits:**

Transfer			
Interest	\$	302.09	\$ 302.09

**Disbursements:**

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

Ending General Ledger Balance November 30, 2025 \$ 96,695.07  
A213

**GREENE COUNTY COMMERCIAL BANK**

Beginning Balance November 1, 2025 \$ 1,462,591.96

**Deposits:**

Transfer	\$	-	
Interest	\$	4,583.69	\$ 4,583.69

**Disbursements:**

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

Ending General Ledger Balance November 30, 2025 \$ 1,467,175.65  
A477

**GREENE COUNTY COMMERCIAL BANK**

Beginning Balance June 1, 2025 \$ 684,136.02

**Deposits:**

Transfer			
Interest	\$	2,144.05	\$ 2,144.05

**Disbursements:**

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

Ending General Ledger Balance November 30, 2025 \$ 686,280.07  
A472

**NYCLASS General Fund**

Beginning Balance June 1, 2025 \$ 1,013,419.39

**Deposits:**

Transfer			
Interest	\$	3,201.30	\$ 3,201.30

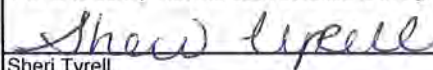
**Disbursements:**

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

Ending General Ledger Balance November 30, 2025 \$ 1,016,620.69  
A450

**CERTIFICATION:**

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

	<u>12/16/25</u>
Sheri Tyrell	Date:
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 October 6, 2025.

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

Present: Boucher Furnish, Roberts, H. Talbot, K. Talbot, Torelli, Singh, Superintendent Swartz and Business Manager Giaquinto

Absent: Carbone

Also Present: Assistant Superintendent of Curriculum and Instruction Arket, Student Board Member Lape, and District Clerk Smith.

**PLEDGE OF ALLEGIANCE****HEARING/PRIVILEGE OF THE FLOOR FOR THE BOARD OF EDUCATION MEETING**

None.

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

Superintendent Swartz deferred her time to the three presentations

**Presentation: Overview of Annual External Audit**

Amy Pedrick, of West & Company, CPAs went over a summarized report of the Annual External Audit for the whole Board, after the Audit Committee met and had a more in-depth review where they were able to ask questions and make the suggestion to the whole board to approve or not approve the recommendations to follow.

MOVED by K. Talbot, SECONDED by Torelli, that the Board of Education accept the following Report:

**Accept Auditor's Report for 2024-2025 Financial Report, Single Audit Supplementary Financial Report, and the Extra Classroom Activity Fund Financial Report presented by West and Company, CPAs**

Accept the 2024-2025 Financial Report, Single Audit Supplementary Financial Report, and the Extra Classroom Activity Fund Financial Report, as reported on. See Separate Copy. (This report is contained as Appendix A to these minutes).

**Accept Audit Corrective Plan – Audit 2024-2025**

Accept the follow up and/or corrective actions regarding the findings in the management letters related to the ECAF audit reports. See Separate Copy. (This report is contained as Appendix B to these minutes).

**ROLL CALL**

AYES: 5

NOES: 0

ABSTAIN: Roberts

MOTION CARRIED

**Presentation: DEI Presentation – Dr. LB Hannahs – Tangible Development**

LB spoke about the culmination of the work that Tangible Development has done with the district from 2022 until current time. LB also spoke about the work that has been done that will continue within the district. Showing the strategic goals that were set and where we met or didn't meet those goals and where the district as a whole is still working to accomplish them. LB showed the "Our Commitment to Community Statement and the Long-Range Plan"

MOVED by Roberts, SECONDED by K Talbot, that the Board of Education accept the following Report:

**Adopt the Our Commitment to Community Statement and Long-Range Plan**

Adopt the "Our Commitment to Community Statement" and Long-Range Plan, as submitted. See Separate Copy. (This agreement is contained as Appendix C to these minutes).

**ROLL CALL**

AYES: 6

NOES: 0

MOTION CARRIED

**Presentation: Building Projects – SEI Group and Tateo CM Consulting**

Jack Tateo spoke about the building projects that took place over the summer and what will be taking place moving forward and into next summer as a part of the District's Capital project work.

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

**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.**

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 gym hoop and wall padding replacement at the High School, as submitted. See Separate Copy. (This agreement is contained as Appendix D to these minutes).

**ROLL CALL**

AYES: 6

NOES: 0

MOTION CARRIED

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

**Adopt New Board of Education Policy: # 1535 – Opioid Overdose Prevention**

Adopt the new Board of Education Policy #1535 – **Opioid Overdose Prevention**, as submitted. See Separate Copy. (This agreement is contained as Appendix E to these minutes).

**ROLL CALL**

AYES: 6

NOES: 0

MOTION CARRIED

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

**RESOLUTION: Appoint Interim Administrator for the District**

Approve the Resolution to appoint Kathleen Spring, per diem Interim Administrator for the District, commencing August 25, 2025, through up to June 30, 2026, in accordance with the attached agreement, as submitted and authorize the President of the board to execute the same. See Separate Copy. (This agreement is contained as Appendix F to these minutes).

**ROLL CALL**

AYES: 6

NOES: 0

MOTION CARRIED

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

### **COMMUNICATIONS**

- a. Accept the resignation of Wendy Thornton, transportation bus aide, effective c.o.b. September 24, 2025, with appreciation for her service to the district, as submitted. See Separate Copy. (This agreement is contained as Appendix G to these minutes).

### **REPORT OF SUPERINTENDENT**

#### **a. Staffing**

- 1) Approve the probationary appointment of Heather Marlette as Teaching Assistant at Glen-Worden, effective September 1, 2025 through August 30, 2028, with 2025-2026 salary to be at the rate of \$20.03/hour (Step 3).
- 2) Approve the LOA appointment of Maureen Armstrong as Teacher substitute at Glendaal, effective September 15, 2025, with 2025-2026 salary at the daily per diem rate of \$482.29.
- 3) Approve the provisional appointment of Charlene Garcia as Executive Secretary I in the PPS office, in accordance with Civil Service Rules and Regulations, effective October 1, 2025, with the 2025-2026 salary to be at the rate of \$19/hour, 8 hours/day, 12 months.
- 4) Approve the provisional appointment of Emily Sempf as Executive Secretary I in the Middle School Main Office, in accordance with Civil Service Rules and Regulations, effective October 6, 2025, with the 2025-2026 salary to be at the rate of \$19/hour, 8 hours/day, 12 months.
- 5) Approve the probationary appointment of Mark Cary V, Senior Grounds worker (District Wide), in accordance with Civil Service Rules and Regulations, effective September 22, 2025, with the 2025-2026 salary to be at the rate of \$31.00 /hour (Step 1 + \$.50 longevity), 8 hours/day, 40 hours/week.
- 6) Approve the appointment of Kyleigh Mason as Teacher Aide at Glen-Worden, in accordance with Civil Service Rules and Regulations, effective September 15, 2025, through June 27, 2026, with 2025-2026 salary to be at the rate of \$15.50/hour.
- 7) Approve the supplemental appointment of Katherine LaPorta as Business Department Chair with a stipend of \$3300 for the 2025-2026 school year.

- 8) Approve the following mentoring supplemental appointments for the 2025-2026 school year:

Mentor	Stipend
Kim Weiss	\$1250
Brett Campbell	\$750
John Connolly	\$500
Liz Fawcett	\$500
Brenda Tessier	\$750
Megan Gilligan	\$1250
Melissa Clark	\$500
Holly Gatto	\$750
Lee Ann Napolitano	\$1000
Kim Ogborn	\$500
Regan Gatta	\$500
Serena Barclay	\$250
Kathy Durant	\$1000
Melissa Weitecha	\$500
Jamie Muscato	\$500

- 9) Approve the following individuals, and their stipend, for Glendaal Elementary Cardinal Craft Club for the 2025-2026 school year:

Mary Crandall - \$200 stipend

Lynn Bruce - \$200 stipend

- 10) Approve the following individual and her stipend for Sacandaga Drama Club for the 2025-2026 school year:

Heather Marlette - \$300 stipend

- 11) Approve the following individuals for Lincoln Elementary Student Council for the 2025-2026 school year:

Winnie Valachovic – \$250.00 stipend

Alexis McCarthy - \$250.00 stipend

- 12). Approve the following individuals for intramural supplemental appointments for the 2025-2026 school year with a stipend of \$23.02/hour for assisting with the Talent Show.

Rachel Ciotoli

Lauren Scavullo

Liz O'Neill

Laurel Campbell

- 13)** Approve the change to the appointment of the following 2025-2026 Fall coaching appointment:

Carly Hosler (Modified 7&8 Volleyball) from 1.0 to 1.5 Step 2                      \$2,961

- 14)** Approve the following 2025-2026 Winter coaching appointments.

Girls Basketball

Varsity Head Coach	Clayton Savage	Step 2	\$4,190
Varsity Volunteer	Joe Bodden		-0-

Boys Basketball

Varsity Head Coach	Jeremy Kristel	Step 3	\$4,676
Varsity Volunteer	Jeff Paolozzi		-0-
Varsity Volunteer	Eugene Maye		-0-
JV Head Coach	Dom Corker	Step 4	\$4,160
Freshman Coach	John Geniti	Step 5	\$4,322
Modified 8 Coach	Trevis Wyche	Step 3	\$3,273
Modified 7 Coach	Rick Arket	Step 5	\$4,033

Bowling

Head Coach	John Ritter	Step 10	\$2,445
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Varsity Indoor Track

Head Coach	James Krogh	Step 10	\$5,747
Assistant Coach	Ben Tunison	Step 5	\$4,166
Assistant Coach	Jason Ward	Step 3	\$3,381

Wrestling

Varsity Head Coach	Josh Colura	Step 5	\$5,096
JV Head Coach-	Steven Rumfelt	Step 4	\$4,077

Nordic Ski

Varsity Head Coach	Jared Linck	Step 5	\$4,543
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Varsity Cheerleading

Head Coach	Sophia Iwan	.5 Step 5	\$1,773
Varsity Volunteer	Kaylie Pennie		-0-

- 15)** Approve Francesca Cowdrey as the Girl's Lacrosse Assistant Volunteer Coach, effective September 9, 2025, for the 2025-2026 Spring team.

- 16) Approve the following staff as High School Athletic Contest Chaperones for 2025-2026 school year, at the rate of \$17.77/hour:

Michael Bellotti      Steve Martin

- 17) Approve the attached updated lists of Aides and Monitors for the 2025-2026 school year, as submitted. See Separate Copy. (This agreement is contained as Appendix H to these minutes).

- 18) Approve the attached list of additional substitutes for the 2025-2026 school year, as submitted. See Separate Copy. (This agreement is contained as Appendix I to these minutes).

## **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 22, 2025.

#### ROLL CALL

AYES: 6

NOES: 0

MOTION CARRIED

### **b. Warrants**

#### Payroll Warrants

#1	7/3/2025	\$260,099.56
#6	7/18/2025	\$303,597.71
#8	8/1/2025	\$304,157.49
#12	8/15/2025	\$325,404.07
#15	8/29/2025	\$343,852.51

#### Check Warrants

A-3	7/16/2025	\$305,841.36
A-4	7/21/2025	\$80,787.59
A-5	7/22/2025	\$1,132,992.13
H-1	7/21/2025	\$12,118.31

A-7	8/1/2025	\$380,271.67
H-3	8/1/2025	\$217,344.58
A-10	8/1/2025	\$337,641.58
A-11	8/15/2025	\$134,344.37
A-13	8/15/2025	\$150,502.11
H-4	8/15/2025	\$362,880.05
H-5	8/15/2025	\$46,112.39
A-14	8/18/2025	\$1,122,284.37
A-16	8/29/2025	\$233,235.46
A-17	8/29/2025	\$417,943.34
A-18	8/29/2025	\$0.00
A-19	8/29/2025	\$0.00
H-6	8/29/2025	\$1,444,642.33
H-7	8/29/2025	\$41,349.50

President Talbot noted receipt of the Warrants (This agreement is contained as Appendix J to these minutes).

**c. Treasurer's Report – August 2025 –** Tabled until next meeting

**d. Minutes: August 11, 2025 & Sept 9, 2025 –** Tabled until next meeting

### **OTHER BUSINESS**

Student Board Member Lape spoke about the Student Board Member training he and Caleb Feinburg went to and how it was beneficial and answered many questions he had about this new position on the Board. Student Board Member Lape also gave an update on the project and presentation he is working on.

Roberts spoke about the Color Run that was taking place on the upcoming Friday.

Boucher Furnish congratulated the Unified Team for the Special Olympics Award they received. The first employee of the month will be gifted their award at the next meeting.

Susan announced that the Tenure reception for folks who received tenure starting the new school year will take place at the next meeting as well.

Boucher Furnish also mentioned the first Reimagining our School big group meeting and noted the number of people that were there and looking forward to future meetings.



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

Amy Marlette spoke about Reimagining our Schools and wanted to note on the record that we need to close a school to close the \$2.8 million budget gap. Then spoke about the performance of Kid Frankenstein on October 30<sup>th</sup> at Sacandaga.

Christian Stryjek spoke and asked why we are using Wonders and why aren't we using a Science of Reading curriculum as required by the state.

MOVED by K. Talbot, SECONDED by Singh, that the Board move into Executive Session for a Matters of Personnel.

**ROLL CALL**

AYES: 6

NOES: 0

MOTION CARRIED

Move into executive session at 8:47 p.m.



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Cathleen Smith, District Clerk

### **Regular Meeting Minutes**

A 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 October 20, 2025.

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

Present: Boucher Furnish, Roberts, K. Talbot, Torelli, Singh, Superintendent Swartz, Assistant Superintendent of Curriculum and Instruction Arket, Business Manager Giaquinto, Student Board Member Lape and District Clerk Smith

Absent: Carbone, H. Talbot

### **Pledge of Allegiance**

### **Hearing/Privilege of the Floor**

Catherine Jones spoke regarding the potential closing of a school.

### **Superintendent's Comments (Susan Swartz, Superintendent)**

Superintendent Swartz discussed the process being used for a potential school closure.

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

Legislative Liaison- There have been several reductions in staffing at the Department of Education which could have an impact on the District in the future.

PTA Council- Current and upcoming events at the schools were discussed.

Audit Committee- No report

Policy Committee- No report

Board Goals- It was suggested that the Board simplify the process in order to speed up the process.

Budget Update- Budget discussions will start in February, 1st Fiscal Projection will be brought to the Board at the next meeting,

### **Report of Voting Delegate to New York State School Boards Association Convention: Karnjit Singh**

Mr. Singh reported to the Board on the NYSSBA Convention.

**Resolution: Increase Debt Service Reserve Fund**

MOVED by Roberts, SECONDED by Singh, that the Board of Education approve the Resolution, dated October 20, 2025, regarding authorizing the decrease in undesignated fund balance (A909) \$139,380.00 and increase the Debt Service Reserve Fund (A884) by \$139,380.00, as submitted. (This resolution is contained as Appendix A to these minutes).

**ROLL CALL**

AYES: 5

NOES: 0

MOTION CARRIED

**Accept the June 2025 Extra classroom Activity Report**

MOVED by Singh, SECONDED by Roberts, that the Board of Education accept the June 2025 Extra classroom Activity Report (ECAAF), as submitted. (These reports are contained as Appendix B to these minutes).

**ROLL CALL**

AYES: 5

NOES: 0

MOTION CARRIED

The following two items were tabled for a future meeting:

**Adopt Revised Board of Education Policy #2110 – School Board Powers and Duties**

Adopt the revised Board of Education Policy #2110 – School Board Powers and Duties, as submitted.

**Adopt Revised Board of Education Policy #2240 – Board of Education – Superintendent Relationship**

Adopt the revised Board of Education Policy #2240 – Board of Education – Superintendent Relationship, as submitted.

MOVED by Boucher, SECONDED by Roberts, that the Board of Education accept/approve the following items with the exception of Item #2 under staffing:

**Communications**

- a. Accept the letter of resignation of Amber Szady, Teaching Assistant (Middle School), effective c.o.b. October 17, 2025, with appreciation for her service to the district, as submitted. (This letter is contained as Appendix C to these minutes).
- b. Accept the letter of resignation of Megan Docherty, Monitor (Glendaal),

effective c.o.b. October 17, 2025, with appreciation for her service to the district, as submitted. (This letter is contained as Appendix D to these minutes).

- c. Accept the letter of resignation of Kristen Rossler, Executive Secretary I (Glen-Worden), effective c.o.b. October 31, 2025, with appreciation for her service to the district, as submitted. (This letter is contained as Appendix E to these minutes).
- d. Accept the letter of resignation of Lorice Bolde, Teacher Aide (High School), effective c.o.b. October 20, 2025, in order to accept a Teaching Assistant position in the district, as submitted. (This letter is contained as Appendix F to these minutes).
- e. Rescind the voluntary appointment of Kaylie Pennie as Volunteer Winter Cheer Coach.

### **Report of Superintendent**

#### **a. Staffing**

- 1) Approve the probationary appointment of Marci Tebbano as Athletic Director (District wide), effective July 1, 2025 – June 30, 2028, with the 2025-2026 salary to be at the rate of \$114,792.
- 2) Approve the part-time appointment of Laxmi (Jennifer) Singh, Teaching Assistant (Sacandaga), effective October 21, 2025, through June 30, 2026, with the 2025-2026 salary to be at the rate \$20.58/hour (Step 5). Ms. Singh has Teaching Assistant Level 1 certification.
- 3) Approve the part-time appointment of Mary Crandall as Teaching Assistant (Glendaal Elementary), effective September 1, 2025, through June 30, 2026, with the 2025-2026 salary to be at the rate of \$21.04 (Step 6) plus longevity, 6.25 hours/day, 31.25 hours/week. Ms. Crandall has Level III Teaching Assistant certification.
- 4) Approve the 1.0 FTE probationary appointment of Lorice Bolde, Teaching Assistant Special Education (High School), effective October 21, 2025, through October 20, 2029, with the 2025-2026 salary to be at the rate \$19.27/hour (Step 1). Ms. Bolde has Teaching Assistant Level 1 certification.
- 5) Approve the 1.0 FTE probationary appointment of Cynthia LaVigne, Teaching Assistant Special Education (High School), effective October 21, 2025, through October 20, 2029, with the 2025-2026 salary to be at the rate \$19.27/hour (Step 1). Ms. LaVigne has Teaching Assistant Level 1 certification.

- 6) 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 25, 2026, with the 2025-2026 salary to be at the rate of \$15.50/hour, 6.5 hours/day, 32.5 hours/week.
- 7) Approve the appointment of Renata Reynolds as Teacher Aide (High School), in accordance with Civil Service Rules and Regulations, effective October 20, 2025, through June 25, 2026, 6.5 hours/day plus 30-minute planning 1x a week, at the rate of \$15.50/hour.
- 8) Approve the appointment of Erin Allen as Bus Aide (Transportation), in accordance with Civil Service Rules and Regulations, effective September 12, 2025, through June 25, 2026, 3 hours/day, at the rate of \$16.89/hour plus longevity.
- 9) Approve the appointment of Erica Larrabee as School Monitor (Glendaal Elementary), in accordance with Civil Service Rules and Regulations, effective October 20, 2025, to June 25, 2026, with 2025-2026 salary to be at the rate of \$16.89/hour, 3 hours/day, 15 hours per week.
- 10) Approve the appointment of Shereena Clow as School Monitor (High School), in accordance with Civil Service Rules and Regulations, effective October 20, 2025, to June 25, 2026, with 2025- 2026 salary to be at the rate of \$15.50/hour, 6 hours/day, 30 hours per week.
- 11) Approve the following individuals as advisors for the Glendaal Elementary Student Council for the 2025-2026 school year:
 

Melissa Clark - \$250 Stipend

Tana Case - \$250 Stipend
- 12) Approve Lou Powell as a High School Intramural Leader for Basketball Intramurals for the 2025-2026 school year at the rate of \$23.02/hour.
- 13) Approve the following Senior High School supplemental appointments for collateral duties for the 2025-2026 school year.

**Activity/Club Name**  
**Stipend**

**Name**

Ski Club- \$487.79

John Connolly

Ski Club- \$487.79

Jenny Lippmann

- 14) 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:

Amy Cremo

Micheal Rufo

Lois Hendrickson

- 15) Approve the following list of 2025-2026 Winter Sports coaching appointments:

**Varsity Bowling**

Volunteer Coach	Matthew Swiatocha	Step 0	-0-
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**Varsity Cheerleading**

Head Coach	Madison Wright	.5 Step 5	\$1,773
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- 16) Approve the attached list of substitutes for the 2025-2026 school year, as submitted. (This list is contained as Appendix G to these minutes).

**Routine Business**

**Placements of Children with Disabilities**

Accept the Placements of Children with Disabilities as recommended by the Committee on Special Education in their reports dated October 20, 2025.

**ROLL CALL**

AYES: 5

NOES: 0

MOTION CARRIED

- 2) MOVED by Boucher, SECONDED by Torelli, that the Board of Education approve the part-time appointment of Laxmi (Jennifer) Singh, Teaching Assistant (Sacandaga), effective October 21, 2025, through June 30, 2026, with the 2025-2026 salary to be at the rate \$20.58/hour (Step 5).

**ROLL CALL**

AYES: 4

NOES: 0

ABSTAIN: SINGH

MOTION CARRIED

**b. Warrants**

## Payroll Warrants

#20	9/5/2025	\$359,869.58
#22	9/12/2025	\$783,775.68
#25	9/26/2025	\$1,229,084.00

## Check Warrants

A-23	9/12/2025	\$1,395,780.51
H-8	9/12/2025	\$54,026.26
A-24	9/26/2025	\$507,275.00
H-9	9/26/2025	\$1,718,766.35

Vice-President Talbot noted receipt of the Warrants. (These reports are contained as Appendix H to these minutes).

**Budget Transfers – June 2025-Sept 2025**

MOVED by Roberts, SECONDED by Singh, that the Board accept the Budget Transfers. (These reports are contained as Appendix I to these minutes).

ROLL CALL

AYES: 5

NOES: 0

MOTION CARRIED

**Treasurer's Report: Sept 2025**

MOVED by Roberts, SECONDED by Singh, that the Board accept the Treasurer's Report. (This report is contained as Appendix J to these minutes).

ROLL CALL  
AYES: 5  
NOES: 0  
MOTION CARRIED

**Other Business**

A reminder was given regarding November's employee of the month. The Board briefly discussed some issues at Glen-Worden.

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

None

MOVED by Roberts, SECONDED by Singh, that the meeting be adjourned.

ROLL CALL  
AYES: 5  
NOES: 0  
MOTION CARRIED

The meeting adjourned at 7:40 p.m.



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Cathleen Smith, District Clerk



**Regular Meeting Minutes**

A 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 November 10, 2025.

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

Present: Boucher Furnish, Carbone, Roberts, H.Talbot, K. Talbot, Torelli, Singh, Superintendent Swartz and Business Manager Giaquinto. (Ms. Carbone was present virtually for Regular meeting from Vista Drive).

Absent:

MOVED by K. Talbot, SECONDED by Singh, that the Board adjourn to Executive Session in order to discuss matters related to negotiations of Administrative Contract.

**ROLL CALL**

AYES: 6

NOES: 0

MOTION CARRIED

The Board adjourned to Executive Session at 6:00 p.m. and returned to Open Session at 7:28 p.m.

Assistant Superintendent of Curriculum and Instruction Arket, Student Board Member Lape and District Clerk Smith were present during the Open Session

**Pledge of Allegiance****Hearing/Privilege of the Floor**

None

**Employee of the Month Presentation for October**

The Board acknowledged Laura McLear as the Employee of the Month for October.

**Superintendent's Comments (Susan Swartz, Superintendent)**

Superintendent Swartz gave an update to the Board on the Reimagining Our Schools initiative. After a brief discussion, the majority of the Board agreed they were prepared to close/repurpose an elementary building.

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

Legislative Liaison- Ms. Boucher Furnish reported on changes being made by the NYS Board of Regents.

PTA Council- Mr. Roberts reported on upcoming meetings and events being held at the schools.

Audit Committee- The Medicaid Audit is underway; Risk Assessment will commence in January.

Policy Committee- The Board discussed different ways to update Board policies.

Board Goals- no report

Budget- no report

Student Liaison - Mr. Lape discussed recent student accomplishments at the High School.

### **Discuss and Adopt 2025/2026 BOE Goals**

The Board discussed their 2025-2026 Goals and will bring three goals back for adoption at the next meeting.

### **Accept First Fiscal Projection for 2025-2026**

MOVED by Roberts, SECONDED by K. Talbot, that the Board of Education accept the First Fiscal Projection for 2025-2026 with the supporting Revenue and Budget Status Reports and Summary Variance Analysis and Fund Balance Projection Report, as submitted. (This report is contained as Appendix A to these minutes).

#### **ROLL CALL**

AYES: 7

NOES: 0

MOTION CARRIED

### **Resolution: Accept the Report of the Tax Collector**

MOVED by Roberts, SECONDED by Boucher Furnish that the Board of Education approve the Resolution, dated November 10, 2025, to accept the Report of the Tax Collector and that the lists of delinquent tax items be certified to the Office of the County Treasurer of the respective counties, as submitted. (This resolution is contained as Appendix B to these minutes).

#### **ROLL CALL**

AYES: 7

NOES: 0

MOTION CARRIED

### **Resolution: Increase Debt Service Reserve Fund**

MOVED by K. Talbot, SECONDED by Torelli, that the Board of Education adopt the Resolution, dated November 10, 2025, regarding authorizing the decrease in

undesignated fund balance (A909) by \$52,413.86 and increase the Debt Service Reserve Fund (A888) by \$52,413.86, for payment of outstanding debt service obligations, as submitted. (This resolution is contained as Appendix C to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

**Approve Memorandum of Agreement By and Between Scotia-Glenville Central School District and Scotia-Glenville Secretarial Association**

MOVED by Singh, SECONDED by K. Talbot, that the Board of Education approve the Memorandum of Agreement By and Between the Scotia-Glenville Central School District and Scotia-Glenville Secretarial Association regarding a stipend for the 2025-2026 school year in the amount of \$6,500.00 for Camie Barnett, Executive Secretary I (Pupil Personnel Department), in recognition of duties assumed to ensure the District's compliance and accurate reporting of Medicaid claims information, effective July 1, 2025 through June 30, 2026, as submitted. (This agreement is contained as Appendix D to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

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

MOVED by Boucher Furnish, SECONDED by Roberts, that the Board of Education approve the Memorandum of Agreement by and Between Scotia Central School District and Scotia-Glenville Teachers' Association, effective July 1, 2025, and further authorized the Superintendent to sign the Memorandum of Agreement, as submitted. (This agreement is contained as Appendix E to these minutes).

ROLL CALL

AYES: 7

NOES: 0

MOTION CARRIED

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

**Request to Establish the Scotia-Glenville High School "Play That Beat" Dance Club**

Approve the request to establish the Scotia-Glenville High School "Play That Beat" Dance Club, as submitted. (This request is contained as Appendix F to these minutes).

**Request to Establish the Scotia-Glenville High School Chess Club**

Approve the request to establish the Scotia-Glenville Chess Club, as submitted. (This request is contained as Appendix G to these minutes).

**ROLL CALL**

AYES: 7

NOES: 0

MOTION CARRIED

**Resolution: Accept Gift and Donation the Charlton Fire Department**

MOVED by Roberts, SECONDED by Torelli, that the Board of Education approve the Resolution, dated November 10, 2025, regarding accepting and appropriating a donation from the Charlton Fire Department, to be applied to the Glen-Worden PTA-Nicholas Criscone Memorial Scholarship, in the amount of \$300, as submitted. (This resolution is contained as Appendix H to these minutes).

**ROLL CALL**

AYES: 7

NOES: 0

MOTION CARRIED

**Resolution: Approve authority for Board of Education Members to Approve Appointments of Hearing Officers**

MOVED by K. Talbot, SECONDED by Roberts, that the Board of Education appoints and authorizes its President, or in their absence its Vice President, to approve the appointment the appointment of Impartial Hearing Officer Nancy Lederman in a special education impartial hearing pursuant to the Board's compensation policy and pursuant to the Regulations of the Commissioner of the New York State Education Department section 200.5(j)(3)(ii). (This resolution is contained as Appendix I to these minutes).

**ROLL CALL**

AYES: 7

NOES: 0

MOTION CARRIED

**Resolution: Approve IHO Appointment**

MOVED by K. Talbot, SECONDED by Roberts, that the Board of Education approve the appointment of Impartial Hearing Officer Nancy Lederman in a special education impartial hearing pursuant to the Board's compensation policy and pursuant to the Regulations of the Commissioner of the New York State Education Department section 200.5(j)(3)(ii). (This resolution is contained as Appendix J to these minutes).

ROLL CALL  
AYES: 7  
NOES: 0  
MOTION CARRIED

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

**Communications**

- a. Accept the letter of resignation for retirement purposes of Jill Busman, Secretary to the Superintendent (District Office), effective c.o.b. December 31, 2025, with appreciation for her service to district, as submitted. (This letter is contained as Appendix K to these minutes).
- b. Accept the letter of resignation of Charlene Tebbano, Teacher Assistant (High School), effective c.o.b. October 17, 2025, with appreciation for her service to the district. (This letter is contained as Appendix L to these minutes).
- c. Accept the letter of resignation of Kristen Rossler, Executive Secretary I (Glen-Worden), effective c.o.b. November 14, 2025, with appreciation for her service to the district. (This letter is contained as Appendix M to these minutes).
- d. Approve the medical leave of absence for Lindsay Gerke, from December 5, 2025 – June 30, 2026.
- e. Approve the medical leave of absence for Daniele Zizzo, from October 17, 2025 – February 27, 2026
- f. Approve the medical leave of absence for Kelly Marsh, from November 4, 2025 – November 25, 2025

**Report of Superintendent**

**a. Staffing**

- 1. Approve the appointment of Leah Lapczenski as Special Education Substitute Teacher (Middle school), effective December 15, 2025, through June 30, 2026, with the 2025- 2026 salary to be at the rate of \$53,363 (Step 6).
- 2. Approve the appointment of Jude McQueen as substitute Art Teacher (Sacandaga Elementary), effective November 10, 2025, through January 26, 2026, with 2025-2026 annual salary to be at the per diem rate of \$311.45 (Step 12) for days worked.

3. Approve the part-time appointment of Brian McKeon as Special Education Teaching Assistant (High School), effective November 3, 2025, with 2025-2026 salary to be at the rate of \$20.03/hour (Step 3). Mr. McKeon has Teaching Assistant Level I certification.
4. Approve the placement of Jamie Stark (SUNY Oneonta – Childhood Education Major) as Student Teacher (Sacandaga) to work with Pamela Hotaling, effective January 20, 2026, through March 13, 2026.
5. Approve the appointment of Larry Quinn as Special Education substitute (Middle School), effective October 27, 2025, through November 13, 2025, with 2025-2026 annual salary to be at the per diem rate of \$311.45(Step 12) for days worked.
6. Approve the appointment of Justine Powers as Teacher Aide (Glen-Worden), in accordance with Civil Service Rules and Regulations, effective October 29, 2025, through June 25, 2026, with 2025-2026 salary to be at the rate of \$15.50/hour, 6.25 hours/day with 30 minutes a week planning time, 31.75 hours/week.
7. Approve the increase in the base salary for Cathleen Smith of \$5000 for handling the additional duties and responsibilities as Secretary to the Superintendent, effective November 10, 2025, through June 30, 2026, in accordance with Civil Service Rules and Regulations, as submitted. (This document is contained as Appendix N to these minutes).
8. Approve the probationary appointment of Doodnauth Thakurdial as General Maintenance Mechanic (Buildings and Grounds), in accordance with Civil Service Rules and Regulations, effective November 10, 2025, with 2025-2026 salary to be at the rate of \$29.81/hour, 8 hours/day, 12 month.
9. Approve Amy Cremo for an intramural supplemental appointment to run the Sacandaga running club for the 2025-2026 school year at the rate set forth in the collective bargaining contract.
10. Approve Sean Schreiner as High School Athletic Contest Chaperone (primarily as basketball clock/scoreboard operators) for the 2025-2026 school year, effective November 11, 2025, at the rate set forth in the collective bargaining contract.
11. Approve the following staff as Homecoming Dance chaperones at the 2025-2026 chaperone rate:

Andrew Biittig	Sophia Caprara	Michele Doane
Jennifer Duane	Lois Hendrickson	Julie Nejman
Joyce Semerad	Kytrena Vedder	

12. Approve the following supplemental appointments for the 2025-2026 school year:

Margaret Healy – Health Coordinator – Stipend \$3300

13. Approve the 2025 PSAT Exam stipends for the individuals on the attached list, as submitted. (This list is contained as Appendix O to these minutes).
14. Approve the appointment of the following individuals as Music Department Chaperones for the 2025-2026 school year, at the rate set forth in collective bargaining contracts:

Jessica Crisci  
John Prylo

Cheryl Ferraro

Chad Ploss

15. Approve the following individuals as Volunteer Helpers for the Sacandaga Elementary Drama Club:

Amy Marlette  
Jaqueline Benoit

Nicole Seelow  
Melissa Peterson

Jessica Serrano

16. Approve the following individuals as Unified Sports Chaperones for the 2025-2026 school year, at the rate set forth in collective bargaining contracts:

David Aldi

Joyce Semerad

Katrina Vedder.

17. Approve the following 2025-2026 winter coaching appointments:

**Ice Hockey – Merged Team**

Varsity Coach – John O'Donnell

Varsity Volunteer – Jim Archibald

Varsity Volunteer – Andrew Swayne

18. Approve the updated hours on the attached list of Bus Drivers and Transportation Aides, effective November 10, 2025, with no change in hourly rate, as submitted. (This list is contained as Appendix P to these minutes).
19. Approve the attached updated list of substitutes for the 2025-2026 school year, as submitted. (This list is contained as Appendix Q to these minutes).

**Routine Business****a. Placements of Children with Disabilities**

Accept the Placements of Children with Disabilities as recommended by the Committee on Special Education in their reports dated November 10, 2025.

**ROLL CALL**

AYES: 7

NOES: 0

MOTION CARRIED

**b. Budget Transfer - Oct. 2025**

President Talbot noted receipt of the Budget Transfers, (These reports are contained as Appendix R to these minutes).

**Other Business**

The Board discussed the following items:

2024/2025 Energy Analysis

The Board of Education retreat

EV Busses

District Walk Zones

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

None

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

**ROLL CALL**

AYES: 7

NOES: 0

MOTION CARRIED

The meeting adjourned at 8:49 p.m.



Cathleen Smith, District Clerk