

**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 (4<sup>th</sup>) 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:

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

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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.

<b><u>Activity/Club Name</u></b>	<b><u>Name</u></b>	<b><u>Stipend</u></b>
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 <sup>th</sup> 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:

<b><u>Activity/Club Name</u></b>	<b><u>Name</u></b>	<b><u>Stipend</u></b>
Elementary Band	Rachel Ciotoli	\$ 17.77/hour
Elementary Strings	Rachel Ciotoli	\$ 17.77/hour

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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.



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Cathleen Smith, District Clerk