



Schalmont Central School District
ANNUAL REORGANIZATION MEETING OF THE BOARD OF EDUCATION
Wednesday, July 10, 2024; District Office Conference Room
Executive Session: 6:30 PM; Regular Session: 7:00 PM

AGENDA

Swearing-in of Elected and Re-Elected Board Members

Re-elected Board Members, Mr. David Lawrence and Mr. Angelo Santabarbara will be sworn in.

1. CALL TO ORDER & ROLL CALL

Members Present

- Ms. Patricia Dowse
- Ms. Miranda Eldridge
- Mrs. Jean Hanson
- Mr. David Lawrence
- Mr. William Mau
- Mr. Angelo Santabarbara
- Mr. Kevin Thompson

Others Present

- Dr. Thomas Reardon, Superintendent of Schools
- Mrs. Brenda Leitt, School Business Administrator

2. PLEDGE OF ALLEGIANCE

3. ELECTION OF OFFICERS

President

The District Clerk will ask for nominations for the office of President. *Recommended Motion:* “That the Board of Education nominate _____ for the office of President of the Board of Education.”

Moved by: _____

Seconded by: _____

Oath of Office-President: The President will be administered the Oath of Office by the District Clerk.

Vice President

The Board President will ask for nominations for the office of Vice President. *Recommended Motion:* “That the Board of Education nominate _____ for the office of Vice President of the Board of Education.”

Moved by: _____

Seconded by: _____

Oath of Office-Vice President: The Vice President will be administered the Oath of Office by the District Clerk.

4. APPOINTMENT OF OFFICERS, OTHER APPOINTMENTS, DESIGNATIONS, AUTHORIZATIONS, BONDING OF PERSONNEL AND OTHER ITEMS

Recommended Motion: “That the Board of Education approve the following appointments, designations, authorizations, bonding of personnel and other items for the 2024-25 fiscal year:”

Moved by: _____

Seconded by: _____

Appointment of Officers

Clerk of the Board

Brenda Leitt

Treasurer

Laurie Kapfer

Tax Collector

Donna Woods, \$3,500 Stipend

Internal Claims Auditor

Debbie Falcone, \$22.88/hour

Other Appointments

Independent Auditor

Raymond Preusser, CPA

Internal Auditor

West & Co.

Records Access Officer

Brenda Leitt, School Business Administrator

Data Compliance and Privacy/Ed Law 2-D Officer

Thomas Reardon, Ed.D., Superintendent

Title IX Compliance Officer

Armine Gonzalez, Director of Academic & Instructional Support Services

Brenda Leitt, School Business Administrator

McKinney-Vento and Homeless Coordinator

Genienne Bakuzonis

Purchasing Agent:

Brenda Leitt, School Business Administrator

DASA Coordinators (Dignity for All Students Act)

Lisa Young, Jefferson

Julie Umar, Middle School

Nicole Martyn, High School

Extra Classroom Activity Accounts

Michele Guzek, HS Extra Classroom Account Treasurer, \$4,557

Lorinda Gandrow, MS Extra Classroom Account Treasurer, \$3,061

Natalie Casalnuovo, Auditor/HS Student Accounts, \$911

School Attorneys

Honeywell Law Firm: Special Counsel; \$30,000 annual retainer (\$2,500/month)

Non-Retainer Fee: \$200/hour general matters; \$225/capital/construction/litigation/hearings

School Resource Officer

Continuation of agreement between the school district and the Town of Rotterdam for the Town to provide a school resource officer services in accordance with the agreement signed by both parties.

School Physicians

CapitalCare Medical Group; Dr. Joseph Fusella, Dr. Arthur Lee;

Core Services: \$2,500/month

Designations

Official Newspapers

The Daily Gazette

The Times Union

Official Bank Depository

Bank of America

Key Bank

NBT Bank

JP Morgan Chase

Pioneer Savings Bank

NY Class

Authorizations

Certify Payrolls

School Business Administrator

Conference Attendance

Superintendent of Schools to approve staff attendance at conferences, conventions and workshops within budgetary allocations.

Petty Cash

Continuation of petty cash accounts for the 2024-25 school year as follows:

Joby Gifford, Jefferson \$50.00
Matt Heckman, High School \$50.00
Matt Heckman, Middle School \$50.00
Maria Zarrillo, Food Svc \$50.00
Brenda Leitt, District Office \$50.00
Steve Connell, Transportation \$50.00

Custodian of Cafeteria Cash Register Start Up (\$180)

Maria Zarrillo

Trustee for Schoharie Area Workers Compensation Plan

School Business Administrator
Alternate-School District Treasurer

Trustee for CASHIC

School Business Administrator
Alternate-School District Treasurer

Investments

School Business Administrator and the School District Treasurer to invest available funds in accordance with suggested cash management and investment policies as outlined by the State Comptroller.

Bonding of Personnel

The Board of Education authorize the issuance of a \$5,000,000 crime policy, including public employee dishonesty.

Other Items

Substitute Teacher Pay Rates: \$130/day-certified; \$105/day-uncertified; LPN - \$23/hr; RN - \$27.95/hr

Mileage Reimbursement: Reimbursement rate consistent with the New York State approved mileage rate, to reimburse Board members for use of their automobiles for out of district school board functions.

Section II Selection/Classification - Section 134.5(c)(7)(ii)(a)(4) of the Regulations of the Commissioner of Education provides for a Board of Education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to complete on interscholastic athletic teams organized for pupils in the seventh and eighth grade; and Whereas, these pupils are to be placed at levels of competition appropriate to their physiological maturity, physical fitness and skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and Whereas, the State Education Department issues the standards for these pupils to compete under a program called the Selection/Classification Program; Therefore, be it resolved, that the Schalmont School District Board of Education shall permit pupils to compete under the Selection/Classification Program in all sports.

Partial Tax Exemption - The Board of Education grant maximum partial exemption from school district real property taxes for persons sixty-five years of age and over (RPTL-467) and for persons with disabilities and limited incomes (RPTL Section 459-C) as authorized by law.

BOCES Cooperative Bidding - The Board of Education adopt the following 2024-25 cooperative bid resolutions: Food and Cafeteria Supplies/Capital Region BOCES; Equipment, Supplies and Contractual Items/Capital Region BOCES.

Renewal-Transportation to Rotterdam Boys & Girls Club - Whereas the Rotterdam Boys and Girls Club located at 721 Curry Road, Schenectady, New York, has been servicing youth and families in the Town of Rotterdam for 66 years; Whereas the Rotterdam site provides for the needs of families and offers special options for working parents in late day care; Whereas, the Schalmont Central School District has bus routes that pass by the Rotterdam Boys and Girls Club; Therefore, at no extra expense to the school district, Schalmont will drop off students at that facility for after school programs.

NYS Comptroller Regulation - That the Board of Education establishes the appointed Treasurer’s standard work day as 8 hours for the one year term of appointment July 1 to June 30, with an actual daily record of time worked.

5. **MISCELLANEOUS ITEMS**

Recommended Motion: “That the Board of Education approve the following Committees for the 2024-25 fiscal year.”

Moved by: _____
Seconded by: _____

- Audit Committee: _____ ; _____ : _____
- Policy Committee: _____ ; _____ : _____
- Technology Comiittee: _____ ; _____ : _____
- Facilities & Strategic Planning: _____ ; _____ : _____

6. **ADJOURNMENT**

Recommended Motion: “That the Annual Reorganization Meeting of the Board of Education adjourn at _____ PM.”

Moved by: _____
Seconded by: _____

REGULAR MEETING

1. **CALL TO ORDER** - The President called the meeting to order at _____ PM.

2. **APPROVAL OF AGENDA** - *Recommended Motion:* "That the agenda for the July 10, 2024 meeting of the Schalmont Board of Education be approved."

Moved by: _____
Seconded by: _____

3. **SUPERINTENDENT'S REPORT**
Early Summer Update – Dr. Reardon

4. **PRIVILEGE OF THE FLOOR**

For the sake of continuing to conduct Board business in a timely fashion, total public comment will be limited to 30 minutes. Welcome to this meeting of the Schalmont Board of Education. If you would like to speak during this portion of the meeting, please complete the blue form and give it to the Clerk of the Board, Mrs. Brenda Leitt, prior to the start of the meeting. Please note the following procedures: The Board of Education is obligated to follow the agenda; questions will be taken; individual Board members do not provide individual responses during Board meetings; as general procedure, three minutes are allocated per speaker.

5. **CONSENT AGENDA** - *Recommended Motion:* “That the consent agenda consisting of the following be approved:”

Moved by: _____
Seconded by: _____

- ▶ Board of Education Meeting Minutes – June 24, 2024
- ▶ Personnel Matters

6. **NEW BUSINESS**

Summer Hiring: *Recommended Motion:* “That the Board of Education of the Schalmont Central School District authorize the Superintendent of Schools to employ necessary personnel during the months of July, August and September 2024, subject to subsequent confirmation by the Board of Education at their first available meeting.”

Moved by: _____
Seconded by: _____

Interim Administrator/Principal: *Recommended Motion:* “IT IS HEREBY RESOLVED THAT, upon the recommendation of the Superintendent of Schools, that Dr. Gary Furman is hereby appointed as Interim Administrator/Principal effective July 15, 2024, and the Agreement between Dr. Furman and the District dated July 2, 2024 is hereby approved.”

Moved by: _____
Seconded by: _____

Corrective Action Plan – Cafeteria Review Finding #2023-006:
Recommended Motion: “That the Board of Education approve the corrective action plan for the 2022-23 External Audit – Cafeteria Review Finding #2023-006.”

Moved by: _____
Seconded by: _____

Cooperative Bidding Health-Safety-Risk Management Goods/Services:
Recommended Motion: “WHEREAS, A number of public school districts in the Albany-Schoharie-Schenectady-Saratoga Counties area (Capital Region BOCES) and the Washington-Saratoga-Warren-Hamilton-Essex Counties area (WSWHE BOCES) require goods and services related to Health-Safety-Risk Management, And WHEREAS, The School District named below is a current client (subscriber) of the Health-Safety-Risk Management service offered by Capital Region BOCES and WHEREAS, The School District named below is desirous of participating with other districts in cooperatively bidding the services mentioned above, as authorized by General Municipal Law, Section 119-o, and WHEREAS, The School District named below wishes to appoint the Capital Region BOCES to advertise for, bid, accept, tabulate bids and award bids on their behalf; therefore BE IT RESOLVED, That the Board of Education of the School District listed below hereby appoints the Capital Region BOCES to represent it in all matters relating above, and designates the Daily Gazette Newspaper as the legal publication for all related Cooperative Purchasing bid notifications, and, BE IT FURTHER RESOLVED, That the Board of Education of the Central School listed below authorizes the Capital Region BOCES to represent it in all matters leading up to and including the entering into a contract for the purchase of the above mentioned commodities and services, and, BE IT FURTHER RESOLVED, That the Board of Education of the School District listed below agrees to (1) abide by Majority decisions of the participating districts; (2) abide by the Award of the BOCES Board; (3) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).”

Moved by: _____
Seconded by: _____

Emergency Pesticide Application: *Recommended Motion:* “BE IT RESOLVED, that the Board of Education authorizes the emergency application for the control of broadleaf weeds and preventative grub control on the specified 14.5 acres of High School playing fields, and any materials used for the application will be “Caution” label only (the lowest risk category). Any pest control applications will be made in accordance with all other NYSDEC regulations, including notifications prior to application, and done at a time when there are no scheduled activities taking place on the treated fields.”

Moved by: _____
Seconded by: _____

7. **BOARD ITEMS**

8. **ADJOURNMENT** - *Recommended Motion:* “That the regular meeting of the Schalmont Board of Education held July 10, 2024 be adjourned at _____PM”

Moved by: _____
Seconded by: _____

PERSONNEL MATTERS

Instructional Personnel Matters

Full-Time Probationary Appointments

Name: Kristen Brooks
 Position: Teaching Assistant/MS; 1.0 FTE
 Effective: July 1, 2024
 Tenure Area: Teaching Assistant
 Probation: 4 years; July 1, 2024 through June 30, 2028
 Step: 5 (*per STA Agreement*)

Name: Morgan Camarda
 Position: Grade 8 Math/MS; 1.0 FTE
 Effective: July 1, 2024
 Tenure Area: Mathematics 7-12
 Probation: 4 years; July 1, 2024 through June 30, 2028
 Step: 3-MA (*per STA Agreement*)

Name: Alexandria Malatesta
 Position: Kindergarten/Jefferson; 1.0 FTE
 Effective: July 1, 2024
 Tenure Area: Elementary
 Probation: 4 years; July 1, 2024 through June 30, 2028
 Step: 6-MA (*per STA Agreement*)

Name: Olivia Santabarbara
 Position: Teaching Assistant/Jefferson; 1.0 FTE
 Effective: July 1, 2024
 Tenure Area: Teaching Assistant
 Probation: 4 years; July 1, 2024 through June 30, 2028
 Step: 1 (*per STA Agreement*)

Name: Kelley Urbano
 Position: Grade 5/MS; 1.0 FTE
 Effective: July 1, 2024
 Tenure Area: Elementary
 Probation: 3-years; July 1, 2024 through June 30, 2027
 Step: 13-MA (*per STA Agreement*)

Name: Mary Zarecki
 Position: Grade 2/Jefferson; 1.0 FTE
 Effective: July 1, 2024
 Tenure Area: Elementary
 Probation: 4 years; July 1, 2024 through June 30, 2028
 Step: 2-BA (*per STA Agreement*)

Full-Time Appointment

Name: Ketrick Bailey
 Position: Nurse/JEFF
 FTE: 1.0 FTE
 Effective: July 1, 2024
 Step: 15

Resignation

Allison Barber, Grade 7 English Teacher, MS; effective July 7, 2024

2024-25 Fall Coaches Appointments (Stipends in accordance with STA contract)

Jonathan Woodrow, Varsity Coach Girls Soccer, Step 8
 Maurizio Cassano, JV Coach Girls Soccer, Step 8
 Victoria Savallo, Girls Soccer Program Assistant

Appointments: Coordinators 2024-2025 - Stipends in accordance with STA Agreement

Colleen Monaco, AIS Elementary K-4, Jefferson Adam Dolan, Social Studies, High School

Appointments: Middle School Advisors 2024-2025 - Stipends in accordance with STA Agreement

Christina Romano, Sabre Nation Brandy Pedinotti, Student Council (shared)
 Christine Muzio, Golf Intramurals Antonio Piccirillo, Student Council (shared)
 Cornelius Bradt, Engineering Club Jean D’Alessandro, Yearbook (shared)
 LuAnn Duxbury, Yearbook (shared)

Appointments: High School Advisors 2024-2025 - Stipends in accordance with STA Agreement

Lauren Rockenstire, Freshman Class Suzanne Pris, NYS Science Honor Society
 Jillian Baird, Sophomore Class (shared) Sarah Mattice, Introspection Literary Magazine
 Ashley Williams, Sophomore Class (shared) Shea Carr, Key Club
 Patrick Houlihan, Junior Class (shared) Evan Williamson, Masterminds
 Matthew Goebel, Junior Class (shared) Meghan Mulkerrin, National Art Honor Society
 Molly Brown, Senior Class (shared) Lindsay Mattice, National Honor Society (shared)
 Michelle Guzek, Senior Class (shared) Suzanne Pris, National Honor Society (shared)
 Monica DiCocco, SADD Erika Minehardt-Quick, Pep Club
 Debra McCloskey, Drama Club Advisor Adam Labuda, Science Club – RiverWatch
 Heather Cohen, Drama Club Producer Jillian Baird, Science Olympiad
 Debra McCloskey, Drama Club Director Emily Holodak, Ski/Snowboard Club (shared)
 Heather Cohen, Drama Club Lighting Technician Ryan Little, Ski/Snowboard Club (shared)
 Daniel Hanley, Drama Club Sound Technician Ryan Fries, Ski/Snowboard Club (shared)
 Micaela Williams, Diversity Our Narrative Monica DiCocco, Spanish Club (shared)
 Heather Cohen, English Honor Society Sandra Riggan, Spanish Club (shared)
 Emily Holodak, Environmental Club Allison Weber, Spanish Club (shared)
 Rebecca Remis, Fusion G.S.A. Monica DiCocco, Spanish Honor Society (shared)
 Heather Cohen, Sabre’s Edge Newspaper (shared) Sandra Riggan, Spanish Honor Society (shared)
 Ann Schulman, Sabre’s Edge Newspaper (shared) Allison Weber, Spanish Honor Society (shared)
 Kathie McKeon, T.I.G.E.R.S. Club Tracy Pontin, Yearbook Production & Fundraising
 Emily Holodak, Hiking Club Shea Carr, International Club

Non-Instructional Personnel Matters (All hourly pay rates as per SSRPA Agreement)

<u>Substitute Appointments</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>	<u>Hours</u>
Daniel DeFilippis	Cleaner	District Wide	07/01/24	as needed
Jessica Hanna	Cleaner	District Wide	07/01/24	as needed

Food Service Workers – 2024-2025

<u>Name</u>	<u>Total Daily Hours</u>	<u>Location</u>	<u>Effective</u>	<u># of Days</u>
Christina Cassidy	3.50	Jefferson	09/04/24-06/25/25	176
Karen Gliot	3.50	Jefferson	09/04/24-06/25/25	176
Karen Gliot	1.75	District Wagon	09/04/24-06/25/25	176
Colleen Hirsch	3.50	Jefferson	09/04/24-06/25/25	176
Deborah Mastroianni	7.50	Jefferson	09/04/24-06/25/25	181
Kristen Reamon	3.50	Jefferson	09/04/24-06/25/25	176
Tammy Waring	6.25	Jefferson	09/04/24-06/25/25	176
Lisa Croce	3.50	MS	09/04/24-06/25/25	181
Josephine Eats	3.50	MS	09/04/24-06/25/25	181
Michelle Jasenski	1.50	MS	09/04/24-06/26/25	182
Dori Kaszubski	3.50	MS	09/04/24-06/25/25	181

Food Service Workers – 2024-2025 (con't)

<u>Name</u>	<u>Total Daily Hours</u>	<u>Location</u>	<u>Effective</u>	<u># of Days</u>
Carol Thompson	3.75	MS	09/04/24-06/25/25	181
Tina Decker	6.25	HS	09/04/24-06/25/25	181
Nicole Foley	3.50	HS	09/04/24-06/18/25	173
Mena Greisler	2.75	HS	09/04/24-06/18/25	173
Michelle Jasenski	3.50	HS	09/04/24-06/18/25	173
Lori Little	7.00	HS	09/04/24-06/25/25	181

Transportation Summer 2024 Appointments

<u>Bus Drivers</u>	<u>Route</u>	<u>Run Hrs.</u>	<u>Total Daily Hrs</u>	<u>Days</u>
Dave Connell	Rt. #05 – Summer School at Niskayuna	6:45am-1:15pm	6.50	7/10-8/20 (24) Mon-Thurs.
Anthony Farina	AM Rt. #09 – LaSalle/Parson’s PM Rt. #09 – LaSalle/Parson’s	6:45am-9:00am 1:45pm-4:15pm	2.25 2.50	7/10-8/20 (30) 7/10-8/20 (30)
Mena Greisler	AM Rt. #06 – Camp Wildwood PM Rt. #07 – Maywood	7:15am-9:30am 1:00pm-3:00pm	2.25 2.00	7/8-8/16 (30) 7/8-8/16 (30)
Lori Koslik-Olsen	Summer Bus Cleaning 3	as needed	4.00	7/8-8/2 (20)
Raymond LaFreniere	AM Floater Rt. #04 – Work Based Learning – Jefferson PM Rt. #10 – Wildwood	6:45am-8:45am 8:45am-12:30pm 1:15pm-3:15pm	2.00 3.75 2.00	7/8-8/16 (30) 7/8-8/16 (24) Tues-Fri. 7/8-8/16 (30)
Kenneth Lancto	AM Rt. #01 – Jefferson PM Rt. #01 – Jefferson	7:30am-9:30am 11:30pm-1:30pm	2.00 2.00	7/8-8/16 (30) 7/8-8/16 (30)
Luigi Mastroianni	AM Rt. #02–Jefferson/Airline Dr. PM Rt. #02–Jefferson/Airline Dr.	7:00am-9:15am 11:30am-2:30pm	2.25 3.00	7/8-8/16 (30) 7/8-8/16 (30)
Theresa Rorick	AM Rt. #07 – Maywood PM Rt. #06 – Maywood	7:00am-9:00am 1:45pm-4:00pm	2.00 2.25	7/8-8/16 (30) 7/8-8/16 (30)
John Sangiovanni	AM Rt. #10 – Wildwood	7:45am-9:45am	2.00	7/8-8/16 (30)
Pamela Tetlak	AM Rt. #03 – Jefferson PM Rt. #03 – Jefferson	7:30am-9:30am 11:30am-1:30pm	2.00 2.00	7/8-8/16 (30) 7/8-8/16 (30)
Thomas Verrigni	AM Rt. #08–Oak Hill/Crossroads PM Rt. #08–Oak Hill/Crossroads	7:00am-9:30am 12:30pm-3:15pm	2.50 2.75	7/1-8/9 (29) 7/1-8/9 (29)
Jennifer Whitney	Summer Bus Cleaning 2	as needed	4.00	7/8-8/2 (20)
James Woods	Summer Bus Cleaning 1	as needed	4.00	7/8-8/2 (20)

Transportation Summer 2024 Appointments (con't)

<u>Bus Attendants</u>	<u>Route</u>	<u>Run Hrs.</u>	<u>Total Daily Hrs</u>	<u>Days</u>
Theresa Bacchi	AM Rt. #07 – Maywood	7:15am-8:45am	1.50	7/8-8/16 (30)
	PM Rt. #02-Jefferson/Airline Dr.	11:45am–2:15pm	2.50	7/8-8/16 (30)
Michelle Barrett	AM Rt. #02-Jefferson/Airline Dr.	7:15am–9:00am	1.75	7/8-8/16 (30)
	PM Rt. #01 – Jefferson	11:45am–1:15pm	1.50	7/8-8/16 (30)
	PM Rt. #09 – LaSalle/Parson’s	2:00pm–4:00pm	2.00	7/10-8/20 (30)
James Battaglia	AM Rt. #01 – Jefferson	7:45am-9:15am	1.50	7/8-8/16 (30)
	PM Rt. #07 – Maywood	1:15pm-2:45pm	1.50	7/8-8/16 (30)
Michelle Bernardo	AM Rt. #09 – LaSalle/Parson’s	7:00am-8:45am	1.75	7/10-8/20 (30)
	PM Rt. #08–Oak Hill/Crossroads	12:45pm-3:00pm	2.25	7/1-8/9 (29)
Vittoria Costantini	PM Rt. #07 – Maywood	1:15pm-2:45pm	1.50	7/8-8/16 (30)
Lisa Croce	AM Rt. #08–Oak Hill/Crossroads	7:15am-9:15am	2.00	7/1-8/9 (29)
Jackie Doyle	AM Rt. #03 – Jefferson	7:45am-9:15am	1.50	7/8-8/16 (30)
	PM Rt. #03 – Jefferson	11:45am-1:15pm	1.50	7/8-8/16 (30)
Kristin Fratus	AM Rt. #07 – Maywood	7:15am-8:45am	1.50	7/8-8/16 (30)
Dori Kaszubski	AM Rt. #10 – Wildwood	8:00am-9:30am	1.50	7/8-8/16 (30)
	PM Rt. #10 – Wildwood	1:30am-3:00am	1.50	7/8-8/16 (30)
Elizabeth Parks	AM Rt. #06 – Camp Wildwood	7:30am-9:15am	1.75	7/8-8/16 (30)
	PM Rt. #06 – Camp Wildwood	2:00pm-3:45pm	1.75	7/8-8/16 (30)