

# Fort Edward Union Free School District Meeting of the Board of Education

## Agenda November 9, 2020 Updated 11/6

Board Committee Meeting: 5:15 Finance Committee link available at [www.fortedward.org](http://www.fortedward.org)  
Regular Board Meeting: 6:30pm link available below

**Due to COVID-19 concerns in-person public access will not be possible.**

Public may access the meeting via phone conference call access number or video conference link.

Phone Via Google Meet for Public (US)+1 224-407-4571 PIN: 519 349 042#

Video Via Google Meet for Public (click link) [meet.google.com/zvj-uxeo-ffm](https://meet.google.com/zvj-uxeo-ffm) or type link in browser

### I. Roll Call Attendance

- a. TRoche\_\_ ATripp\_\_ TTyler\_\_ JCarroll\_\_ CMiles\_\_ ECollins\_\_ JDonahue\_\_ CDurkee\_\_ DShiels\_\_

### II. Call to Order and Pledge of Allegiance

### III. Community Comments:

Community members, who wish to address the Board, are requested to complete the speaker request form and submit it to the Board President prior to the meeting. Comments regarding agenda items will be taken first. Speakers are reminded of the five-minute time limit. The Board of Education reserves the right to limit this portion of comments to 30 minutes in order to complete its public business in an efficient fashion. Additional comments may be taken prior to adjournment.

### IV. Recognition of Successes:

- a. Retiree Kim Rivers

### V. Presentations:

- a. none

### VI. Reports:

#### a. Board Committee Reports (9 Board Committees)

- i. Finance Committee (Met 11/09)
- ii. Grievance and Negotiations Committee (next meeting TBD)
- iii. Curriculum Committee (next meeting TBD)
- iv. Policy Committee (Dan sent out Doodle)
- v. Athletic Committee (next meeting TBD)
- vi. Strategic Planning Committee (next meeting TBD)
- vii. Personnel Committee (next meeting TBD)
- viii. Building and Grounds Committee for Health & Safety (next meeting TBD)
- ix. Building Project Committee (next meeting TBD)

#### b. Superintendent Report:

- i. Upcoming dates
- ii. Merger Study Update (Committee Meeting 1 Recap)

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- iii. Remote and In Person Learning (follow up from survey)
- iv. Recent School Closings due to COVID
- v. Holiday COVID concerns

- c. **Treasurer Report (Reports in BOE Packets)**
- d. **K-12 Principal Report**
- e. **Buildings and Grounds Report**

**VII. Discussion Items:**

- a. Audit Completion
- b. FETA Contractual Concession Acknowledgement
- c. FESS Contractual Concession Acknowledgement

**VIII. Consent Agenda:**

Although Board action is required, it is generally unnecessary to hold discussion on these items. With the consent of all members, they are therefore grouped and approval is given in one motion. In the event a Board member wants to discuss any item, it is moved to an appropriate place on the agenda.

- a. Approval of Minutes for Board Meetings held on 8/27/2020, 9/30/2020, 10/13/2020,10/22/2020
- b. Approval of Warrants for September, October, and November 2020
- c. Approval of Treasurer Report for September 2020
- d. Approval of Budget Transfers for June 2020 and October 2020

Motion for Consent items by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

**IX. Action:**

- a. Motion to approve the CSE/CPSE Recommendations as included in the Board Packets.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- b. Motion to approve the disposal of the fixed assets as listed in the Board packets.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

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- c. Motion to approve the independent audit reports for the fiscal year ending June 30, 2020, as presented by Marvin and Company at the October 22, 2020 Special Board of Education meeting with the final version included in the November Board packets.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- d. Motion to approve the contract between the Fort Edward UFSD and South Glens Falls CSD for Educational Services for the 2020-2021 school year.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- e. Motion to approve the Fort Edward UFSD District Level Emergency Response Plan for the 2020-2021 school year. (30 day public comment period has expired, no comments were received.)

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- f. Motion to approve the Fort Edward UFSD Building Level Emergency Response Plan for the 2020-2021 school year. (Building Level Plan is Confidential and is not shared or discussed publicly)

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- g. Motion to enter into cooperative bidding for electric and gas supply service through the OMC BOCES per the resolutions included in the November Board packets.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

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- h. Motion to rescind the following resolution that was originally passed at the July 7, 2020 Board of Education Meeting Regarding Increase in Budget for Teacher Sick Day Payments and use of EBALR Reserve Funds.

WHEREAS, the Board of Education of the Fort Edward Union Free School District, Washington County, NY desires to increase the appropriation set forth in the 2020-21 School Budget to fund contingent expense of payment for sick leave for Michael Shaver, Cathy Halloran, Sharon Flexon, Kimberly Rivers up to \$27,000.00 per person (\$108,000.00 total) and to fund contingent expense of payment for sick leave for John Brown and Valarie Zeno up to \$25,000 per person (\$50,000.00 total) to fund contingent expense of payment for sick leave for Michele Sherwood up to \$27,000 (\$27,000.00 total) and for vacation leave for Michele Sherwood up to \$408.70 and to fund contingent expense of payment for vacation leave for John Brown up to \$6,254.07 and, WHEREAS, a Board of Education is empowered to appropriate whatever additional amounts are necessary to pay contingent expenses when the amount in the approved budget is inadequate; NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:

Section 1. The budgetary appropriation for the following contingent expense is hereby increased (up to) as follows:  
A 9089.8 Employee Benefits – Other \$191,662.77  
Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following:  
A 830.00 Reserve for Employee Benefits and Accrued Liabilities \$191,662.77

- i. Motion to approve the following resolution retroactive to June 30, 2020, Regarding Increase in Budget for Teacher Sick Day Payments and use of EBALR Reserve Funds.

WHEREAS, the Board of Education of the Fort Edward Union Free School District, Washington County, NY desires to increase the appropriation set forth in the 2019-20 School Budget to fund contingent expense of payment for sick leave for Sharon Flexon of \$26,699.82 and Cathy Halloran of \$27,000.00 and Michael Shaver of \$27,000.00 and, WHEREAS, a Board of Education is empowered to appropriate whatever additional amounts are necessary to pay contingent expenses when the amount in the approved budget is inadequate; NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:

Section 1. The budgetary appropriation for the following contingent expense is hereby increased as follows: A 9089.8UR Benefit 403B \$80,699.82

Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following: A 830.00 Employee Benefit Accrued Liability Reserve (EBALR) \$80,699.82

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

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- j. Motion to approve the following resolution retroactive to June 30, 2020, Regarding Increase in Budget for Staff Sick Day Payments and use of EBALR Reserve Funds.

WHEREAS, the Board of Education of the Fort Edward Union Free School District, Washington County, NY desires to increase the appropriation set forth in the 2019-20 School Budget to fund contingent expense of payment for sick leave for John Brown of \$25,000.00 and Valerie Zeno of \$12,270.45 and Tobie Bessette of \$1,063.63 and,

WHEREAS, a Board of Education is empowered to appropriate whatever additional amounts are necessary to pay contingent expenses when the amount in the approved budget is inadequate;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:

Section 1. The budgetary appropriation for the following contingent expense is hereby increased as follows: A 9060.8 Benefit Health Insurance \$38,334.08

Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following: A 830.00 Employee Benefit Accrued Liability Reserve (EBALR) \$38,334.08

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- k. Motion to approve the creation of an ICS Money Market account at the Glens Falls National Bank. Details of the ICS account were provided in the Board packets. The ICS Money Market account will allow the district to maximize interest while maintaining easy access to fluid cash.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- X. **Personnel:** All appointments are subject to change and compensation proration, pending emergency school closing and required reductions in force. All coaching appointments are made pending completion and verification of all required coaching credentials, with the stipend per FETA contract commensurate with experience and no other salary or benefits. All coaching, extracurricular appointments are subject to reduction and compensation proration, pending final student enrollment numbers, and pending the outcome of any potential mergers and emergency school closings.

**Items a-i are updated annual appointments**

- a. Motion to appoint the following individual as the Assistant Central Treasurer for Extra-Classroom Accounts

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- i. John Galarneau
- ii. Daniel Ward
  
- b. Motion to appoint John Galarneau as DASA Coordinator
  
- c. Motion to appoint John Galarneau as Civil Rights Compliance Officer
  
- d. Motion to appoint John Galarneau as Title IX Compliance Officer
  
- e. Motion to appoint the following individuals as 504 Compliance Officers
  - i. Jocelyn Nolan, Joanna Scotch, Deborah Lebaron
  
- f. Motion to authorize the Building Principal, John Galarneau, to suspend students in accordance with Ed. Law
  
- g. Motion to approve John Galarneau as a Lead Teacher Evaluators for the 2020-2021 school year.
  
- h. Motion to authorize the following individuals to execute banking transactions for student funds accounts.
  - i. Michele Sherwood
  - ii. John Galarneau
  - iii. Daniel Ward
  
- i. Motion to appoint John Galarneau as Attendance Officer.

**Personnel items a-i**

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- j. Motion to appoint Kathryn Elms as a substitute cleaner effective October 5th, 2020 with a salary of \$13.56 per hour, and no other compensation or benefits, pending the completion of all necessary requirements.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- k. Motion to appoint Neal Lamphear as a substitute cleaner effective October 12th, 2020 with a salary of \$13.56 per hour, and no other compensation or benefits, pending the completion of all necessary requirements.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

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Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- l. Motion to appoint Mary Joy Mosher as a substitute cleaner effective October 20th, 2020 with a salary of \$13.56 per hour, and no other compensation or benefits, pending the completion of all necessary requirements.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- m. Motion to appoint Angelique Hicks as a substitute cleaner, bus aide, and cafeteria worker effective November 9th, 2020 with a salary, per job title, as posted in the FESS contract, and no other compensation or benefits, pending the completion of all necessary requirements.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- n. Motion to appoint Kelly Ricciardelli as a 1.0 FTE Teaching Assistant effective November 2, 2020 with a salary and benefits per the FESS contract, pending the completion of all necessary requirements. Mrs. Ricciardelli is appointed as a call back from the current FESS preferred eligibility list.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- o. BE IT RESOLVED, that the Board of Education of the Fort Edward Union Free School District hereby accepts the recommendation of the Superintendent to appoint **xxxxxxx** to a **four (4)** year probationary appointment as a (1.0 FTE) teacher of Spanish in the Spanish tenure area, commencing November 10, 2020 and ending November 9, 2024, contingent upon compliance with the requirements of the Education Law. Ms. **xxxxxxx** holds **xxxxxxxxxxxxx** certification in Spanish. Ms. **xxxxxxx** is appointed at a starting salary of **\$46844.00 (Current MA step 1 of the FETA Contract)** with all other benefits and salary reductions per the FETA contract and effective MOAs, pending the receipt and review of all official transcripts, and required employment paperwork. All salary and benefits will be prorated to reflect a November 10, 2020 start date.

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Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- p. Motion to appoint **VACANT** as Key Club Advisor for the 2020-2021 school year at a rate of pay per contractual rate using available donations.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

- q. Motion to appoint **Lorinda Hunington** as Outing Club Advisor for the 2020-2021 school year at a rate of pay per contractual rate using available donations.

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Discussion:

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

**XI. Second Public Comment Period (if needed)**

**XII. Executive Session:**

I need a motion to enter into Executive Session to discuss matters referring to \_\_\_\_\_

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

Any Discussion?

Board of Education Members and other individuals invited into executive session are reminded that all matters discussed during executive session must be kept in the strictest confidence.

As I see that there is no further discussion we will vote.

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_

Time: \_\_\_\_\_

**XIII. Return to Public Session** Time: \_\_\_\_\_

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_



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**XIV. Adjournment**

Time: \_\_\_\_\_

Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_

All in favor \_\_\_\_\_ All Opposed \_\_\_\_\_ Any abstentions \_\_\_\_\_