

**HADLEY- LUZERNE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING  
November 20, 2017  
STUART M. TOWNSEND ES LGI 6:30 pm**

**MINUTES**

Meeting Place: Stuart M. Townsend Elementary School, LGI  
Members Present: Mrs. Visscher, Mr. Hanlon, Mrs. Hoffman, Mr. Novotarski  
Members Absent: Mr. Moulton,  
Others in Attendance: Superintendent – Beecher Baker, Junior-Senior HS Principal-Burgess  
Ovitt, Interim School Business Administrator-Lyn Derway and 8+ others.

**CALL TO ORDER**

President Moulton called the meeting to order at 6:30 pm.

**PLEDGE OF ALLEGIANCE**

**CORRESPONDENCE**

The board acknowledged the correspondence from Cindy Woodcock and Carla Rudolph.

**PRESENTATION/ DISCUSSION/ ADMINISTRATIVE COMMENTS**

The Independent Audit Report was presented by Jeff Beecher of Jenkins, Beecher & Bethel, LLP, Accountants. Mr. Beecher reviewed specific pages. Overall this is a great audit. Two issues discussed were the overage on the fund balance and the inactive accounts on the extra-curricular fund. The board agreed that we cannot continue to have an overage in the fund balance. This will be addressed line by line during this coming year's budget process, noted Mr. Baker.

Farm To School – Megan Beck, Food Service Director presented the development of a farm to school food program, which came into being due to the new wellness committee. She had many great examples and brought food samples for the board. She and the wellness committee are working with Glens Falls Hospital and other districts. A grant is being written to support this program. There were discussions regarding a school garden, the greenhouse, farm field trips, co-op with other districts, increasing lunch sales, and a summer conference in Ohio that the grant would cover. The board was very impressed with the progress made by her and the wellness committee.

Capital Project - Michael Gamache, AIA, NCARB, LEED® AP of Re4orm Architecture presented the attached power point from the capital project, showing the stages of the project. There was much discussion regarding the paint peeling on the HS gym ceiling, ES gym partition, the clerk of the works position & requirements, the particulars of the HS Auditorium entrance & restroom and the schedule of the contractors and bidding process.

**OLD BUSINESS**

Motion by Mr. Hanlon to approve resolutions 68, 69, 70:

NYSSBA Membership  
Resolution # 68

As recommended by the Superintendent - **BE IT RESOLVED**, by the Board of Education of the Hadley-Luzerne Central School District that the district continues its membership with the New York State School Boards Association for the membership amount of \$6,990 effective January 1, 2018 to December 30, 2018.

Be It Further Resolved, that the district continue the NYSSBA policy service for the year.

TBS Service Renewal  
Resolution # 69

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District hereby approves the Maintenance Service Agreement for Back Flow and Testing, between the district and TBS (Technical Building Services, Inc.). Dated December 1, 2017 through December 31, 2018 as outlined in the agreement and directs Brian Gereau to execute the agreement.

TBS Service Renewal  
Resolution # 70

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District hereby approves the Maintenance Service Agreement for Pneumatic Controls, between the district and TBS (Technical Building Services, Inc.). Dated January 1, 2018 through December 31, 2018 as outlined in the agreement and directs Brian Gereau to execute the agreement.

Seconded by Mrs. Hoffman

Yes: 4          No: 0          Abstain: 0

Motion Carried

Board Meeting Minutes

Motion by Mrs. Hoffman

Resolution # 71

As recommended by the Superintendent, to approve the October 16, 2017 Regular BOE meeting minutes.

Seconded by Mr. Hanlon

Yes: 4          No: 0          Abstain: 0

Motion Carried

NEW BUSINESS

Acceptance of Audit

Motion by Mr. Hanlon

Resolution # 72

As recommended by the Superintendent, for the Hadley-Luzerne Board of Education to accept the June 30, 2017 Financial Statements and Independent Auditor's Report including the extra classroom audit report and acknowledge the District's corrective action plan and approve legal notification.

Seconded by Mrs. Hoffman

Yes: 4          No: 0          Abstain: 0

Motion Carried

HLTA Memorandum of Agreement

Motion by Mr. Hanlon

Resolution # 73

As recommended by the Superintendent, BE IT RESOLVED, the Board of Education of the Hadley-Luzerne Central School District to approve the October 25, 2017 MOA between the

District and the Hadley-Luzerne Teachers Association for the period of July 1, 2017 – June 30, 2020 and directs the Superintendent to implement the agreement.

Be It Further Resolved that all new student clubs listed in the memorandum of agreement have extra-curricular accounts created where appropriate.

Seconded by Mr. Novotarski

Yes: 4          No: 0          Abstain: 0

Motion Carried

Emergency Declaration for RFP

Motion by Mr. Novotarski

Resolution # 74

As recommended by the Superintendent, that the Hadley-Luzerne Board of Education declares the current dishwasher defective and as an emergency authorizes the solicitation of an RFP of bids to purchase a new dishwasher.

Seconded by Mrs. Hoffman

Yes: 4          No: 0          Abstain: 0

Motion Carried

Clerk of the Works

Motion by Mr. Hanlon to TABLE the following until the December 18<sup>th</sup> board meeting:

Resolution # 75

As recommended by the Superintendent, BE IT RESOLVED, by the Board of Education of the Hadley- Luzerne Central School District to accept the bid from \_\_\_\_\_ located at \_\_\_\_\_ for the Clerk of the Works for the 2018 Capital Project

Be It Further Resolved that the said board approves the terms and conditions from \_\_\_\_\_ as provided and authorizes the Superintendent to execute.

Seconded by Mrs. Hoffman

Yes: 4          No: 0          Abstain: 0

Motion Carried

Budget Development Calendar for 2018-19

Motion by Mr. Hanlon

Resolution # 76

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to approve the Budget Development Calendar for the 2018-2019 school year.

Seconded by Mrs. Hoffman

Yes: 4          No: 0          Abstain: 0

Motion Carried

PERSONNEL  
RESIGNATIONS

Motion by Mr. Novotarski

Cynthia Woodcock

Resolution # 77

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept with appreciation the resignation and terms within from Cynthia Woodcock, from the position of senior account clerk/ payroll clerk, effective November 17, 2017. Mrs. Woodcock has worked 8 years in the district.

Seconded by Mrs. Hoffman

Yes: 4            No: 0            Abstain: 0

Motion Carried

Motion by Mrs. Hoffman

Carla Rudolph

Resolution # 78

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept with appreciation the resignation from Carla Rudolph, from the position of part time Teaching Assistant, effective November 15, 2017. Mrs. Rudolph has worked 16 years in the district.

Seconded by Mr. Novotarski

Yes: 4            No: 0            Abstain: 0

Motion Carried

APPOINTMENTS - HLTA

HTLA Extra Curricular

Motion by Mrs. Hoffman

Resolution # 79

As recommended by the Superintendent, BE IT RESOLVED, by the Board of Education of the Hadley- Luzerne Central School District that the following persons be granted appointment to the position(s) below as per the HLTA agreement; such appointments and the employment of the following individuals are subject to termination upon written notice from the board of education.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Wage/ Stipend</u>
Susan Reardon	Tutor	2017-2018	\$30 per hour
H. Lee Firlit	7 <sup>th</sup> period class	10/ 30/ 17 - 6/ 22/ 18	\$1539 4 years exp.
Dave Snyder	6 <sup>th</sup> period class	2017-2018	\$900 4 years exp.
Tim Brown	Chaperone/ Score	2017-2018	\$60 per event

Seconded by Mr. Hanlon

Yes: 4            No: 0            Abstain: 0

Motion Carried

APPOINTMENTS - OTHER  
MANAGEMENT CONFIDENTIAL

Account Clerk - Marcia Miller

Motion by Mr. Novotarski

Resolution # 80

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that Marcia Miller is appointed to the 12 month full time management confidential position of Account Clerk, due to a resignation, according to the terms and conditions for the position, effective November 22, 2017. Mrs. Miller will serve a six month probationary period beginning on November 22, 2017 and end on May 21, 2018.

BE IT FURTHER RESOLVED, the board approves the terms and conditions for the Account Clerk position; the salary will be pro-rated.

Seconded by Mrs. Hoffman followed by introduction from Mr. Baker.

Yes: 4          No: 0          Abstain: 0

Motion Carried

#### CONFIDENTIAL SUBSTITUTE

Motion by Mr. Novotarski

Substitute Payroll Clerk – Antoinette Lombardi

Resolution # 81

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that Antoinette Lombardi be appointed as a Substitute Payroll Clerk at the rate of \$25.00 per hour, effective November 1, 2017.

Seconded by Mrs. Hoffman

Yes: 4          No: 0          Abstain: 0

Motion Carried

#### CSEA LEAVE REQUEST

Samantha Novotarski

Motion by Mrs. Hoffman

Resolution # 82

BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne Central School District hereby approves the request for an unpaid leave of absence from Teaching Assistant, Samantha Novotarski, for five days May 7, 2018 to May 11, 2018 as an unpaid leave.

“Pursuant to the Memorandum of Agreement with the CSEA dated September 5, 2007 which provides, in part:

.....2. c. Bargaining unit members appointed effective on or after July 1, 2007: Any unpaid leave shall be at the sole discretion of the Board of Education”

Seconded by Mr. Hanlon

Yes: 4          No: 0          Abstain: 0

Motion Carried

#### SCHEDULE OF BILLS

Motion by Mr. Novotarski

Resolution # 83

As recommended by the Superintendent - accept warrants # 16 (\$1,744.00), # 17 (\$795,404.02), # 18 (\$170,412.01), # 19 (\$19,206.22), # 20 (\$338,991.55), # 21 (\$130,217.61).

Seconded by Mr. Hanlon

Yes: 4          No: 0          Abstain: 0

Motion Carried

#### TREASURER REPORT

Motion by Mrs. Hoffman

Resolution # 84

As recommended by the Superintendent to accept the September 2017 Treasurer Report.  
Seconded by Mr. Novotarski

Yes: 4          No: 0          Abstain: 0

Motion Carried

#### RE-LEVY UNPAID TAXES TO THE COUNTIES

Motion by Mrs. Hoffman

Resolution # 85

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to approve the list of assessments and taxes that will be re-levied to Saratoga and Warren Counties Effective November 4, 2017 in the amount of \$1,651,239.30(= Taxes \$1,636,904.97 + Penalties \$14,334.33).

Seconded by Mr. Hanlon

Yes: 4          No: 0          Abstain: 0

Motion Carried

#### PUBLIC/ STUDENT COMMENTS

None

#### ADMINISTRATIVE/ BOARD COMMENTS FOR THE GOOD OF THE ORDER

Mr. Baker noted he is working on incorporating a Mental Health Unit in conjunction with Parsons. This will only encompass our students. He hopes to have a presentation at the December board meeting. In addition, he is working to have the Dental Program (Van) back in the district.

There were discussions on the soccer program and issues and the updated athletic code.

The board and Mr. Baker thanked Ms. Beck and Mrs. Miller and everyone working on Santa Sprint.

#### EXECUTIVE SESSION/ ADJOURNMENT

Motion by Mrs. Hoffman to enter into executive session at 7:50 pm for the purpose of particular personnel.  
Seconded by Mr. Hanlon

Yes: 4          No: 0          Abstain: 0

Motion Carried

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*Respectfully Submitted by Regina York, District Clerk*