

**Hoosick Falls Central School
Board of Education Regular Meeting Minutes**

October 17, 2019

Board Members Present were Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Meeting called to order at 6:31 PM by Mrs. Boisvert, Board President.

1. OPENING OF MEETING

- 1.1 Pledge of Allegiance
- 1.2 Emergency Exit Review
- 1.3 Attendance

2. BOARD PRESENTATIONS

3. BOARD FORUM / DISCUSSION

- 3.1 Comments from Board Members
 - Mrs. Kinney stated that she was happy to be on the board and thank you.
 - Mrs. Boisvert congratulated Quinn Kinney on making all state.

4. BOARD PRESIDENT'S REPORT: None

5. PUBLIC COMMENT SESSION – None

Public Comments on Agenda Items Only (NO executive session topics and may be limited to 3 minutes.)
Started @ 6:49 PM and Ended @ 6:49 PM

6. APPROVAL OF MINUTES

6.1 Board Minutes of September 19, 2019

A motion to approve the board minutes of the September 19, 2019 Regular Meeting.

Motion by Jackie Houghton, second by Andy Beaty.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

7. SUPERINTENDENT'S REPORT:

Comments from Superintendent

- Board of Education Recognition will be done in November
- Weather is impacting sports, Section 2 seeding is coming up and we have 2 state qualifiers in golf
- mergers in sports, we are actively looking at several schools in the area
- project update, response from state in a few weeks - once received we will put out for bids, phase II / III are big areas as phase I is the boiler system - schedule for next two weeks is very busy
- November 5 is a Superintendent Conference Day and early dismissal for employees for voting, per Governor Cuomo, to allow people to vote, there are stipulations that need to be followed

8. SCHOOL BUSINESS ADMINISTRATOR'S REPORT

Comments from School Business Administrator

- final financial statement was submitted to the state
- meeting with State Comptroller on Tuesday with Mrs. Marpe

9. ADMINISTRATOR'S REPORT

- Special Education
- Elementary
- High School

10. NEW BOARD ACTIONS - LEAVES / RESIGNATIONS

10.1 Approval of Leaves / Resignations by Consent Vote

Resolution: The use of a consent agenda permits the Board of Education to make more effective use of its time by adopting a single motion to cover those relatively routine matters which are included. Any member of the Board who wishes to discuss a particular piece of business on the consent agenda may request that item to be transferred to the regular agenda for consideration and a separate vote.

- A motion to approve by Consent Vote, items #10.2 through #10.10.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

10.2 Katelyn Baker - Leave of Absence

Resolution: to approve the paid leave of absence for Katelyn Baker, School Counselor, on or about December 22, 2019 through on or about January 31, 2020 and an unpaid FMLA leave of absence on or about February 1, 2020 through on or about April 6, 2020.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

10.3 Maurica Manning - Leave of Absence

Resolution: to approve the paid leave of absence for Maurica Manning, Teacher of Special Education, on or about January 9, 2020 through on or about February 20, 2020 and an unpaid FMLA leave of absence on or about February 21, 2020 through on or about March 8, 2020.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

10.4 Jessica Nelson - Leave of Absence

Resolution: to approve the paid leave of absence for Jessica Nelson, Teacher of Mathematics, on or about January 17, 2020 through on or about February 28, 2020 and an unpaid FMLA leave of absence on or about March 1, 2020 through on or about April 8, 2020.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

10.5 Mary St. Hilaire - Leave of Absence

Resolution: to approve the leave of absence for Mary St. Hilaire, Teaching Assistant and School Bus Attendant, effective September 22, 2019 through on or about December 2, 2019. Mary will take 6 paid days and 4 unpaid days under FMLA for each pay period covered by this leave.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

10.6 Patricia Stefanovich - Leave of Absence

Resolution: to approve the paid leave of absence for Patricia Stefanovich, Typist, effective on or about February 10, 2020 through on or about March 22, 2020.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

10.7 Leann Bartosik - Leave of Absence

Resolution: to approve the paid leave of absence for Leann Bartosik, Teaching Assistant and School Bus Attendant, effective October 17, 2019 through on or about October 31, 2019 and an unpaid FMLA effective on or about November 1, 2019 through on or about November 14, 2019.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

10.8 Leo Surdam - Resignation

Resolution: to accept the letter of resignation from Leo Surdam, School Bus Driver, effective October 5, 2019 for retirement purposes.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

10.9 Olivia Schneider - Resignation

Resolution: to accept the letter of resignation from Olivia Schneider, Teacher Aide, effective October 5, 2019.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

10.10 Carmen Satalino - Resignation Bus Washer

Resolution: to approve the resignation from Carmen Satalino, school bus washer, effective October 14, 2019.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

11. NEW BOARD ACTIONS - APPOINTMENTS

Action, Action (Consent): 11.1 Approval of Appointments by Consent Vote

Resolution: The use of a consent agenda permits the Board of Education to make more effective use of its time by adopting a single motion to cover those relatively routine matters which are included. Any member of the Board who wishes to discuss a particular piece of business on the consent agenda may request that item to be transferred to the regular agenda for consideration and a separate vote.

- A motion to approve by Consent Vote, items #11.2 through #11.10.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

11.2 Sarah Holt - Teacher Aide

Resolution: to approve the appointment of Sarah Holt as a 6.5 hour per day teacher aide and a 1 hour per day school bus attendant at a rate of \$11.80 per hour effective October 16, 2019, contingent on clearance by NYSED. (vice: new position)

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire
Final Resolution: Motion Carries

11.3 Tim Stratton - School Bus Driver

Resolution: to approve the appointment of Timothy Stratton as a School Bus Driver for 7 hrs per day at a rate of \$17.87 per hour effective October 17, 2019. Mr. Stratton has been a substitute school bus driver for the district and has passed all NYSED and NYSDMV requirements. (vice: L. Surdam)

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire
Final Resolution: Motion Carries

11.4 Corey Wysocki - School Bus Washer

Resolution: to approve the appointment of Corey Wysocki as a school bus washer for approximately 3 hours per day or on an as needed basis effective October 14, 2019 at a rate of \$11.80 per hour. (vice: C. Satalino)

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire
Final Resolution: Motion Carries

11.5 Edwin Wright - School Bus Driver

Resolution: to approve the decrease in appointment of Edwin Wright from 7.5 hours per day school bus driver to 5 hours per day school bus driver effective October 16, 2019.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire
Final Resolution: Motion Carries

11.6 Joellen Stevens - Substitute

Resolution: to approve the appointment of Joellen Stevens as a non-certified substitute teacher without a BA degree at a rate of \$80 per day, as a substitute teacher aide, substitute teaching assistant and a substitute school bus attendant at a rate of \$11.80 per hour effective October 3, 2019, contingent on clearance by NYSED.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire
Final Resolution: Motion Carries

11.7 Amy L. Gifford - Substitute

Resolution: to approve the appointment of Amy L. Gifford as a non-certified substitute teacher without a BA degree at a rate of \$80 per day, as a substitute teacher aide, substitute teaching assistant, a substitute school bus attendant and a substitute food service helper, at a rate of \$11.80 per hour effective September 23, 2019, contingent on clearance by NYSED.

Motion by Joe Patire second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire
Final Resolution: Motion Carries

11.8 Margaret Merwin - Substitute

Resolution: to approve the appointment of Margaret Merwin as a non-certified substitute teacher with a BA degree effective October 21, 2019 at a rate of \$100 per day, contingent upon a NYSED clearance.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

Action: 11.9 Extra-Curricular Advisors 2019-20

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Resolution: to approve the appointment of the following Extra-Curricular Appointments and Activities (Advisors) for the 2019-2020 school year as written per HFTA contract:

- Detention (Elem): Andrea Bearor
- Board Games Gr 2 Advisor: Myssi Gardner
- Comedy Club (Elem): Ray Connolly
- Fitness Center Supervisor (winter)
- Eamonn DeGraaf
- Dan Michalak
- Christina Stebbins
- Desirae Collins

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

11.10 Martha Coon - Food Service Helper

Resolution: to approve the increase in appointment of Martha Coon from 3.75 hours per day food service helper and .5 hours per day teacher aide to 3.75 hours per day food service helper and .583 hours per day teacher aide effective October 17, 2019.

Motion by Joe Patire, second by Jackie Houghton.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12. NEW BOARD ACTIONS - MISCELLANEOUS

12.1 Approval of Miscellaneous Items by Consent Vote

The use of a consent agenda permits the Board of Education to make more effective use of its time by adopting a single motion to cover those relatively routine matters which are included. Any member of the Board who wishes to discuss a particular piece of business on the consent agenda may request that item to be transferred to the regular agenda for consideration and a separate vote.

- A motion to approve by Consent Vote, items #12.2 through #12.14.

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.2 External Audit Corrective Action Plan

Resolution: to approve the attached corrective action plan for the 2018-2019 external audit.

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.3 Treasurer's Report

Resolution: to approve the Treasurer's Report for September 2019.

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.4 Budget and Revenue Status Reports

Resolution: to accept the September 30, 2019 Budget status and Revenue status reports for all funds.

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.5 Claims Auditors Checklist

Resolution: to accept the Claims Auditors Checklist as attached.

Warrant #	Fund	Check #
23	Trust & Agency	2013
23	General	13808 to 13812
27	Cafeteria	1249
27	Trust & Agency	2014 to 2023
27	Federal	421
27	General	13813
28	Cafeteria	1250 to 1262
28	Trust & Agency	2024 to 2026
28	Capital	64
28	General	13814 to 13913
29	Trust & Agency	2027 to 2031
30	Cafeteria	1263
30	General	13914 to 13917
32	Cafeteria	1264
32	Trust & Agency	2032 to 2041
32	Federal	422
32	General	13918
33	Cafeteria	1265 to 1277
33	Trust & Agency	2042 to 2048
33	Federal	423
33	Capital	65
33	General	13919 to 14013

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.6 Tax Refunds

Resolution: to approve the following 2019 tax refunds as authorized by Rensselaer County Real Property Tax Services;

Louis & Susan Stradinger, Town of Hoosick, remove pro-rated tax levy of \$126.82

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.7 Tax Refunds

Resolution: to approve the following 2019 tax refunds as authorized by Rensselaer County Supreme Court;

- Mary E. Jones, Town of Hoosick, \$372.73

- Ethan Clifford, Town of Hoosick, \$1,902.85

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.8 Excess Textbooks and Library Books

Resolution: to approve to excess textbooks and library books no longer in use.

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.9 MOA's

Resolution: to approve the following MOA's (Memorandum of Agreement):

- Assistant Field Hockey Coach (HFTA dated 10-1-19)

- Assistant Cross Country Coach (HFTA dated 10-8-19)

- Club: School Photographer (HFTA dated 10-8-19)

- Leave Benefits (Support Staff dated 10-10-19)

- Health Insurance (Administration dated 9-26-19)

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.10 Linda O'Brien Agreement

Resolution: to approve the agreement between the Hoosick Falls CSD and Linda O'Brien to provide Wilson Reading services for a student commencing July 1, 2019 through June 30, 2020 at a rate of \$85.00 per hour not to exceed 3 hours per week.

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.11 Jessica Takacs Agreement

Resolution: to approve the agreement between the Hoosick Falls CSD and Jessica Takacs to provide physical therapy services for a student off campus commencing October 1, 2019 through June 30, 2020 at a rate of \$90.00 per hour not to exceed 4 hours per week.

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

12.12 Michael Manning "Pride" Amended Contract

Resolution: to approve the amended contract for Therapy Dog services effective July 1, 2019 through June 30, 2020 with a yearly rate of \$10,000 amended to \$20,000 per year. The therapy dog handler is Michael Manning, teacher aide with the district.

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire
Final Resolution: Motion Carries

12.13 Hubbard Hall Agreement

Resolution: to approve the agreement between the Hoosick Falls CSD and Hubbard Hall to provide services commencing September 17, 2019 through June 30, 2020 for an amount not to exceed \$12,600.

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire
Final Resolution: Motion Carries

12.14 Danielle Loyche Agreement

Resolution: to approve the agreement between the Hoosick Falls CSD and Danielle Loyche to provide Vision Therapy services for a student commencing October 7, 2019 through June 30, 2020 at a rate of \$75.00 per hour not to exceed 3 hours per week.

Motion by Joe Patire, second by Emily Marpe.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire
Final Resolution: Motion Carries

13. COMMITTEES

13.1 Facilities Green: J Helft, Chair; J Patire, A Beaty

13.2 Audit Committee: A Beaty, Chair; J Patire, R Boisvert

13.3 Policy Committee: J Houghton, Chair; E Marpe, M Kinney

14. BOARD CORRESPONDENCE None

15. CSE RECOMMENDATIONS

15.1 CSE Recommendations

A motion to approve appropriate special education programs and services to be provided to students with disabilities as recommended by the Committee on Special Education.

Motion by Andy Beaty, second by Joe Patire.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire
Final Resolution: Motion Carries

16. 2nd PUBLIC COMMENT SESSION

16.1 Public Comments on Agenda Items only. (NO executive session topics and may be limited to 3 minutes)

Started @ 7:25 PM & Ended @ 7:28 PM

- Hubbard Hall recruit, we worked with them last year and broadened the areas for this year.

17. BOARD FORUM

17.1 Comments from Board Members none

- Mr. Helft spoke on a bird watcher article.

18. EXECUTIVE SESSION

18.1 Go into Executive Session

A motion to go into Executive Session at 7:31 PM to discuss specific personnel.

Motion by Joe Patire, second by Andy Beaty.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

18.2 Return to Regular Session

A motion to return to Regular Session at 8:38 PM.

Motion by Joe Patire, second by Andy Beaty.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries

19. CLOSING OF MEETING

19.1 Subsequent Meeting Dates:

- The Board of Education will hold its' Regular Meeting on November 21, 2019 at 6:30 PM in the high school library.

19.2 Adjournment

A motion to adjourn the meeting at 8:39 PM.

Motion by Jackie Houghton, second by Joe Patire.

Ayes: Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Maggie Kinney, Emily Marpe, Joe Patire

Final Resolution: Motion Carries