

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

December 19, 2019

Meeting was called to order at 6:34 PM by Rachel Boisvert, Board President.

Board Members Present were Andy Beaty, Rachel Boisvert, John Helft, Jackie Houghton, Emily Marpe, Joe Patire. Also present was Pam Cottrell, District Clerk, Pat Dailey, Superintendent of Schools, Emily Sanders, School Business Administrator and Sarah Fleming, Elementary Assistant Principal.
Board Member Absent was Maggie Kinney

1. OPENING OF MEETING

- 1.1 Pledge of Allegiance at 6:34 was led by Rachel Boisvert, Board President.
- 1.2 Emergency Exit Review was reviewed by Rachel Boisvert, Board President.
- 1.3 Attendance by Pam Cottrell, District Clerk.

2. BOARD PRESENTATIONS

2.1 HFTA by Kim Brownell

- Christmas Wish raised \$6,000 and the Life Skills students baked every day and came in second overall.
- Mrs. Nash and Mrs. Brownell have started swapping students for English classes
- 4th grade decorated tree for the Louis Miller Museum.

2.2 Senior Ball

- Students from the senior class presented their senior ball. It will be held at the Liberty Ridge Farm on March 14, 2020, the charge will be \$35 per person, class funds will be used to offset remaining costs and they are exploring more fundraising opportunities

2.3 Senior Class Trip

- Students from the senior class presented their senior trip. They would like to go to New York City for a 2-day, one night trip on June 4-5, 2020 at a cost of \$285 per student.

*** A motion to approve the Senior Ball to be held at the Liberty Ridge Farm on March 14, 2020 and to approve the overnight Senior Class Trip to New York City on June 4-5, 2020.

Motion by Jackie Houghton, second by Joe Patire.

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

Final Resolution: Motion Carries

3. BOARD FORUM / DISCUSSION

- Mr. Patire asked about the procedure for fundraising that was discussed last year, if we were going forward with it. Mrs. Sanders indicated that yes we were, but we have been very busy the past months with audit. Mr. Dailey stated that we will implement it this year.
- Ms. Marpe congratulated Luke Hoag for a great job this year with the Christmas Wish
- Mr. Beaty commented on a wonderful job they did with the play and the concerts were great as well

4. BOARD PRESIDENT'S REPORT

- The production of The Lion King was wonderful, and the Christmas concerts were wonderful as well
- Mrs. Boisvert stated that the bus transportation, does a great job transporting our students during inclement weather and that having 100% bus inspections passing.

5. PUBLIC COMMENT SESSION

Public Comments on Agenda Items Only (NO executive session topics and may be limited to 3 minutes)
Started @ 7:00 PM and Ended @ 7:00 PM - none

6. APPROVAL OF MINUTES

Board Minutes of November 21, 2019

A motion to approve the board minutes of the November 21, 2019 Regular Meeting.

Motion by John Helft, second by Joe Patire.

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

Final Resolution: Motion Carries

Board Minutes of November 27, 2019

A motion to approve the board minutes of November 27, 2019 Special Meeting.

Motion by Jackie Houghton, second by Andy Beaty.

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

Final Resolution: Motion Carries

7. SUPERINTENDENT'S REPORT

- Monday afternoon there was an incident in the school parking lot and it was handled very well by bus drivers, custodial staff and others
- working on the school radios, we are having issues with reception
- substitute employees, there is no board policy, but unofficial policy is not having a former graduate sub in the high school that has not been out for a few years, we will place them in the elementary
- School Counselor Grace McDermott will be covering the maternity leave for Katelyn Baker and then for Leann Victor, this appointment is on the agenda
- Merger paperwork for athletic teams will go in tomorrow morning, it is due January 1, there will be a meeting set up after break with Tamarac students and HFCS students to determine a name / mascot
- Snow Days: we have 5 snow days allotted for in the 2019-20 school year and we have used 3, Governor Cuomo declared a local emergency for our #2 snow day on December 2, 2019 which we will apply for and this which will give us one day back
- Policies: I will be overseeing the school policies as Emily is very busy with the project and negotiations
- Project: boiler bids went out and we had a pre-bid meeting on Dec 18, we had representatives in the following areas that are out for bid: 5 boiler, 2 asbestos, 2 electrical, 0 plumbing interested

8. SCHOOL BUSINESS ADMINISTRATOR'S REPORT

- Transportation: NYSDOT inspected 6 buses with 100% passing
- boiler is down, we can still function without it
- tax collection history is attached - tax collectors report is different using different software

9. ADMINISTRATOR'S REPORT by Sarah Fleming, Elementary Assistant Principal

- Special Education
- Elementary School
- High School

10. NEW BOARD ACTIONS - LEAVES / RESIGNATIONS - None

11. NEW BOARD ACTIONS - APPOINTMENTS

Action: 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 #11.9.

Motion by John Helft, second by Jackie Houghton.

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

Final Resolution: Motion Carries

11.2 Grace McDermott

Resolution: to approve the appointment of Grace McDermott as a long-term certified substitute school counselor effective December 18, 2019 through June 26, 2020 at a Step A with a salary of \$45,616 pro-rated to \$228.08 per day. Ms. McDermott has been cleared by NYSED. (vice: K. Baker / L. Victor)

Motion by John Helft, second by Jackie Houghton.

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

Final Resolution: Motion Carries

11.3 Extra-Curricular Coaches 2019-20 sy

Resolution: to approve the appointment of the following Extra-Curricular Appointments and Activities (Coaches) for the 2019-20 school year as written per HFTA contract (3 = step):

- Chelsea Stevens: JV Softball Coach (1)
- Denise Campbell: Substitute Time Clock
- Eamonn DeGraaf: Substitute Time Clock

Motion by John Helft, second by Jackie Houghton.

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

Final Resolution: Motion Carries

11.4 April Stevens

Resolution: to approve the change for April Stevens, Food Service Helper, from 3.5 hrs. / day to 5.5 hrs / day effective December 11, 2019 at her current hourly rate.

Motion by John Helft, second by Jackie Houghton.

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

Final Resolution: Motion Carries

11.5 Megan Henry - Substitute

Resolution: to approve the appointment of Megan Henry as a non-certified substitute teacher without a BA degree at a rate of \$80 per day, substitute teacher aide at a rate of \$11.80 per hour, substitute teaching assistant at a rate of \$11.80 per hour and substitute school bus attendant at a rate of \$11.80 per hour, effective December 10, 2019 contingent on clearance by NYSED.

Motion by John Helft, second by Jackie Houghton.

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

Final Resolution: Motion Carries

11.6 Jennifer Hayes - Substitute

Resolution: to approve the appointment of Jennifer Hayes as a substitute teacher aide at a rate of \$11.80 per hour, substitute teaching assistant at a rate of \$11.80 per hour and substitute school bus attendant at a rate of \$11.80 per hour, effective December 10, 2019 contingent on clearance by NYSED.

Motion by John Helft, second by Jackie Houghton.

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

Final Resolution: Motion Carries

11.7 Sara Klebbe - Substitute

Resolution: to approve the appointment of Sara Klebbe as a substitute teacher aide at a rate of \$11.80 per hour, substitute teaching assistant at a rate of \$11.80 per hour and substitute school bus attendant at a rate of \$11.80 per hour, effective December 10, 2019 contingent on clearance by NYSED.

Motion by John Helft, second by Jackie Houghton.

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

Final Resolution: Motion Carries

11.8 Yvonne Neal - Substitute

Resolution: to approve the appointment of Yvonne Neal as a substitute food service helper at a rate of \$11.80 per hour, effective December 9, 2019 contingent on clearance by NYSED.

Motion by John Helft, second by Jackie Houghton.

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

Final Resolution: Motion Carries

11.9 Volunteers

Resolution: to approve the appointment of the following Volunteer for the 2019-20 school year:

- Robert LaBrake: Wrestling
- Anna Brewer: Fitness Center
- Jillian Maser - Fitness Center

Motion by John Helft, second by Jackie Houghton.

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

Final Resolution: Motion Carries

12. NEW BOARD ACTIONS - MISCELLANEOUS

Action: 12.1 Approval of Miscellaneous Items 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 #12.2 through #12.9.

Motion by Joe Patire, second by John Helft.

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

Final Resolution: Motion Carries

12.2 Claims Auditors Checklist

Resolution: to accept the Claims Auditors Checklist as attached.

Warrant #	Fund	Check #
45	Trust & Agency	2075
47	Cafeteria	1302
47	Trust & Agency	2076 to 2086
47	Federal	430
47	General	14178
48	Cafeteria	1303 to 1315
48	Trust & Agency	2087 to 2088
48	General	14179 to 14247
50	Trust & Agency	2089
51	Cafeteria	1316
51	Trust & Agency	2090 to 2100
51	Federal	431
51	General	14248
52	Cafeteria	1317 to 1327
52	Trust & Agency	2101 to 2106
52	Capital	67
52	General	14249 to 14310

Motion by Joe Patire, second by John Helft.

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

Final Resolution: Motion Carries

12.3 Budget and Revenue Status Reports

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

Motion by Joe Patire, second by John Helft.

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

Final Resolution: Motion Carries

12.4 November Treasurer's Reports

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

Motion by Joe Patire, second by John Helft.

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

Final Resolution: Motion Carries

12.5 2nd & Final reading of board policies

Resolution: to approve the 2nd & final reading of the following board policies:

(1st reading was done at the 11-21-19 BOE meeting)

#1741 Home-Schooled Students

#5605 Voter Registration for Students

#8121.1 Opioid Overdose Prevention

#8121.1 - R Opioid Overdose Prevention Regulation

#8130.1 Extreme Risk Protection Orders (the "Red Flag Law")

#8135 Standard Operating Procedures for Persons Authorized to Use Weapons

Motion by Joe Patire, second by John Helft.

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

Final Resolution: Motion Carries

12.6 Donation

Resolution: to accept the gift/donation from the Town of Hoosick Lions Club, in the amount of \$753.65, to be used for outstanding school lunch accounts.

Motion by Joe Patire, second by John Helft.

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

Final Resolution: Motion Carries

12.7 Donation

Resolution: to accept the gift/donation from an anonymous source in the amount of \$2,500, to be used for outstanding school lunch accounts.

Motion by Joe Patire, second by John Helft.

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

Final Resolution: Motion Carries

12.8 Unpaid School Taxes for the 2019-2020 school year

Resolution: to approve the unpaid school taxes for the 2019-2020 school year, in the amount of \$862,484.28 from Washington and Rensselaer Counties and \$23,395.57 in state lands for a total unpaid school tax of \$885,879.85. Please note that an additional \$17,249.78 will be forwarded to the District, which represents a 2% penalty on the unpaid taxes.

Motion by Joe Patire, second by John Helft.

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

Final Resolution: Motion Carries

12.9 2019-2020 School Tax Collector's Report

Resolution: to accept the 2019-2020 School Tax Collector's Report

Motion by Joe Patire, second by John Helft.

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

Final Resolution: Motion Carries

13. COMMITTEES

Facilities Green: J Helft, Chair; J Patire, A Beaty - met with science department today

Audit Committee: A Beaty, Chair; J Patire, R Boisvert - we are done until summer

Policy Committee: J Houghton, Chair; E Marpe, M Kinney - nothing

14. BOARD CORRESPONDENCE – None

15. 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 Jackie Houghton, second by Andy Beaty.

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

Final Resolution: Motion Carries

16. 2nd PUBLIC COMMENT SESSION

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

- Started @ 8:03 PM and Ended @ 8:03 PM – None

17. BOARD FORUM

Comments from Board Members

- Mr. Helft wished everyone a Happy Holiday

18. UPCOMING MEETING DATES

Subsequent Meeting Dates

- The Board of Education will hold its' Regular Meeting on January 16, 2020 at 6:30 PM in the high school library.

- The Board of Education will hold a Budget Workshop on January 22, 2020 at 6:00 PM in the high school library.

19. EXECUTIVE SESSION

A motion to go into Executive Session to discuss specific personnel at 8:03 PM.

Motion by Joe Patire, second by Jackie Houghton.

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

Final Resolution: Motion Carries

Return to Regular Session

A motion to return to Regular Session at 8:10 PM.

Motion by John Helft, second by Joe Patire.

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

Final Resolution: Motion Carries

20. CLOSING OF MEETING

A motion to Adjourn the meeting @ 8:10 PM.

Motion by John Helft, second by Joe Patire.

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

Final Resolution: Motion Carries