

North Warren Central School District
Organizational Meeting of the Board of Education
5:00 PM
July 12, 2023

1001

Mrs. McAvey called the meeting to order at 5:08 PM, followed by the Pledge of Allegiance.

School Board Members Present: Buckman, Erickson, Freebern, Hill, LaGuerre, Maday, Swan.

School Board Members Absent: None

Also Present: Michele G. French, Superintendent; Judith McAvey, District Clerk; Christopher Lail, Business Official; Caleb Martin, 7-12 Principal and Erika McGourty, PK-6 Principal.

Motion by Mr. Erickson, seconded by Mr. Buckman, to nominate John Maday as President.
Motion carried unanimously.

Elections

Oath of Office administered to newly elected Board President.

Motion by Ms. Hill, seconded by Mr. Buckman to nominate Cortney Swan as Vice President.

Motion carried unanimously.

Oath of Office administered to newly elected Board Vice President.

Motion by Mr. Erickson, seconded by Mrs. Swan to appoint the following Board Officers:
School District Treasurer – Christopher Lail
School District Deputy Treasurer – Caleb Martin
District Clerk – Judith McAvey
Claims Auditor – Sheila Ellsworth
Motion carried unanimously.

Board Officers
Appointed

Motion by Mr. Erickson, seconded by Mr. Freebern to appoint the following:
Attendance Officer – Caleb Martin
Athletic Director – Lynn Lewis
School Physician – Hudson Headwaters Health Network
School Attorneys – Guercio & Guercio, LLP
Independent Auditor – Bonadio & Co, LLP
Central District Treasurer – Margaret Hill
Faculty Auditor – Christopher Lail
Records Retention & Access Officer – Christopher Lail
Records Management & Disposition Officer – Maja Tlokinska-Scroggins
Committee on Special Education and Special Education Sub-Committees (see attached)
Committee on Preschool Special Education (see attached)
Surrogate Parent (See attached); Hearing Officers; School Providers (see attached)
DASA Coordinator – Holley Bedell
Board of Education Audit Committee: Paul Buckman, Mike Erickson, Tammie LaGuerre
Purchasing Agent – Superintendent
LEA Designee – Brian Sabattis
Tax Collector – Sheila Ellsworth
Census Taker – Susan Griffen.

Motion carried unanimously.

Motion by Mrs. LaGuerre, seconded by Ms. Hill to approve the following designations as presented:

Official School Depository – Glens Falls National Bank
 Third Party Custodian – Manufacturers & Traders Trust Co. (M & T Bank)
 Payroll Certification Officer – Superintendent
 Insurance Officer – Mark Carpenter
 Designate Superintendent to sign Grant Applications
 Designate Superintendent to hire substitutes
 Official School Newspaper – The Post Star
 Compliance Officer (Title IX/Section 504/ADA) – Superintendent
 Homeless Liaison – Michele French
 Child Nutrition Officials
 Verification Officer – David Scroggins
 Reviewing Official – Christopher Lail
 Hearing Official – Michele French
 Chemical Hygiene Officer – Brian Sabattis
 Motion carried unanimously.

Motion by Mr. Erickson, seconded by Mr. Freebern to approve the following authorizations:

Petty Cash Funds - \$100 each – Judith McAvey, Christine Jay and Holly Palmer
 Kitchen Start Up Fund - \$200.
 Tax Collector Start Up Fund - \$100.
 Checking Account Signatures – School District Treasurer or School District Deputy Treasurer
 Savings Account Signatures – School District Treasurer or School District Deputy Treasurer
 Activity Fund Checking Signatures – Central District Treasurer
 Investment Accounts – School District Treasurer or School District Deputy Treasurer
 Approval of attendance at conferences, conventions, workshops for Board of Education members, with expenses
 Approve the following as authorized personnel for use of the First National Bank of Omaha credit card with a credit limit of \$10,500.00: Superintendent, Board of Education, instructional staff, non-instructional staff
 Approve the following as authorized personnel for use of the Exxon-Mobil gas credit card with a credit limit of \$400.00: Superintendent, Board of Education, instructional staff, non-instructional staff

Motion carried unanimously.

Discussion on readopting Board policies. Mrs. Swan was concerned about on policy from the prior school year #7552. This policy had be deleted in the Policy book as it is under law.

Motion by Mr. Buckman, seconded by Mrs. LaGuerre to adopt the time and date of regular meetings (see attached); adopt substitute pay rates (see attached); adopt IRS mileage rate for all employees; re-adopt all Policies in effect during the previous year.

Motion carried unanimously.

The Board moved to the regular meeting.

Motion by Mrs. Hill, seconded by Mr. Freebern to approve the agenda changes.

Motion carried unanimously.

6/12/23 Minutes
Approved

Motion by Mr. Erickson, seconded by Mr. Freebern to approve the minutes of the June 12, 2023 Regular Meeting of the Board of Education.

Motion carried unanimously.

July 2023						
Sun	Mon	Tue	We	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
Sun	Mon	Tue	We	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
Sun	Mon	Tue	We	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
Sun	Mon	Tue	We	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
Sun	Mon	Tue	We	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		






December 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2023-2024 SCHOOL YEAR

North Warren Central School

Home of the Cougars

July 4	Independence Day
September 5	Superintendent Conf. Day
September 6	Classes Begin
September 29	Superintendent Conf. Day
October 9	Columbus Day
November 9	Emergency Release Day
November 10	Veteran's Day Observed
November 22-24	Thanksgiving Recess
December 22	Holiday Recess Begins
January 2	Classes Resume
January 15	Martin Luther King Day
January 23-26	Regents Exams
January 26	1/2 day for students
February 19-23	Mid-Winter Recess
March 11	Superintendent Conf. Day
March 29	Good Friday
April 1-5	Spring Recess
April 26	Superintendent Conf. Day
May 27	Memorial Day
June 4	Regents Testing Day
June 14 & 18	Regents Testing Days
June 19	Juneteenth
June 20-25	Regents Testing Days
June 24-26	1/2 Day for Students
June 26	Last Day of School
June 28	Graduation

-  Classes Not in Session
-  Superintendent Conf. Day
-  1/2 Day for Students
-  Regents Testing Days
-  Board of Education Meetings

September	17
October	21
November	18
December	15
January	21
February	16
March	19
April	16
May	22
June	17
TOTAL STUDENT DAYS	182
Supt. Conference Days	4



January 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024						
Sun	Mon	Tue	We	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Motion by Mr. Buckman, seconded by Mrs. LaGuerre to approve the minutes of the June 20, 2023 Special Meeting of the Board of Education.

Motion carried unanimously.

Mr. LaPell discussed 7/8 field trips and shared a list of free trip or under \$300. Budget in cost. He proposed that 7th and 8th grades have 2 field trips next year. Mrs. French shared for clarity that the classes get a \$500. Budget for field trips.

Motion by Mr. Erickson, seconded by Mr. Freebern to accept the recommendation of the Committee on Special education for students 7428, 7121, 7612, 7657, 7535, 7321, 7358, 6648, 7574, 6460, 7479.

Motion carried unanimously.

IEPs Accepted

Motion by Mr. Buckman, seconded by Ms. Hill to accept warrants 91 and 92.

Motion carried unanimously.

Warrants
Accepted

Motion by Mr. Erickson, seconded by Mrs. LaGuerre to accept the Budget Status Report.

Motion carried unanimously.

Budget Status
Report
Accepted

Motion by Mr. Erickson, seconded by Mr. Freebern to accept the Treasurer's Report for May 2023.

Motion carried unanimously.

Treasurer's
Report
Accepted

Motion by Mrs. LaGuerre, seconded by Mr. Freebern to set the rate of pay for the Tax Collector at \$17.00 per hour.

Motion carried unanimously.

Tax Collector
Rate of Pay

Motion by Ms. Hill, seconded by Mr. Buckman to appoint Mrs. Cheryl Erickson as Teacher on Special Assignment for part of her day to cover computer based instruction for the 2023-2024 school year.

Motion carried unanimously

C. Erickson
Teacher on
Spec. Assgn.

Motion by Ms. Hill, seconded by Mrs. Swan to approve the following Committees:

Board Policy Committee: Mike Erickson, Dan Freebern, Tammy LaGuerre
Building & Grounds Committee: Mike Erickson, Paul Buckman, Katelyn Hill
Athletic Committee: Katelyn Hill, Cortney Swan, Tammie LaGuerre
Safety Committee: Dan Freebern, Cortney Swan

Motion carried unanimously.

Board
Committees
Appointed

Motion by Mr. Freebern, seconded by Mr. Erickson to appoint Todd Lawson as Vice-Principal for grades PreK-6 for the 2023-2024 school year.

Motion carried unanimously.

T. Lawson
Appointed
Vice Principal

Motion by Mr. Freebern, seconded by Mr. Buckman to appoint Eric Bott as Vice-Principals for the grades 7-12 for the 2023-2024 school year.

Motion carried unanimously.

E. Bott
Vice Principal

Motion by Mr. Erickson, seconded by Ms. Hill to approve the Student Transportation Cooperative Agreement for the 2023-2024 school year.

Motion carried unanimously.

Transportation
Agreement
Approved

Motion by Mr. Buckman, seconded by Mr. Freebern to approve the legal services agreement with Guercio & Guercio for the 2023-2024 school year.

Motion carried unanimously.

Guercio Legal
Services
Approved

L. Korniak
Mentor
Coordinator

Motion by Ms. Hill, seconded by Mrs. LaGuerre to appoint Lori Korniak as Mentor Coordinator for the 2023-2024 school year.

Motion carried unanimously.

Mentors
Appointed

Motion by Mr. Buckman, seconded by Mrs. LaGuerre to appoint the following mentors for the 2023-2024 school year:

Lori Korniak – Elementary; Erin Barton – Business; Eric Bott – Mathematics; Caitlin Baker – English

Motion carried unanimously.

E. Keefer
Appointed

Motion by Mr. Buckman, seconded by Ms. Hill that upon recommendation of the Superintendent, appoint Eugene Keefer to a provisional position as Custodian pending Civil Service examination requirements effective July 13, 2023. This is a 12-month 8 hour per day position. Mr. Keefer will be placed on Step 1 of the CSEA contract.

Motion carried unanimously.

C. Fish
Appointed

Motion by Mr. Erickson, seconded by Ms. Hill that upon recommendation of the Superintendent appoint Colleen Fish who is permanently certified in Business and Distributive Education to a position in the Business Education tenure area for a probationary period commencing on September 1, 2023 and anticipated to end on August 31, 2026. Ms. Fish will be appointed on Step 11 of the NWT A contract.

Motion carried unanimously.

DWSSP
Approved

Motion by Mr. Erickson, seconded by Mrs. Freebern to approve the Districtwide School Safety Plan for 2023-2024.

Motion carried unanimously.

The Board discussed the Cougar Club and they would like an additional Advisor for that club.

Motion by Mr. Freebern, seconded by Mrs. LaGuerre to appoint the following advisors for the 2023-2034 school year:

- Class of 2024 – Jean Kubaryk and Chris Jay
- Class of 2025 – Stacy Cooper and Maja Scroggins
- Class of 2026 – Laura Dygert
- Class of 2027 – Erin Barton and Caitlin Baker
- Backpack Club – Jessica Bartlett
- Cougar Club – Lynn Lewis
- Yearbook – Sue Griffen and Chris Jay
- Performing Arts Club – Ben Baker and Maria Swartz
- SADD – Shannon Phelps, Deb Varsames, David Parisi
- Youth and Government – Jean Kubaryk
- Foreign Language Club – Denice Whipple and Jessica Birkholz
- Newspaper Advisor – Cheryl Erickson
- Elementary Student Council – Deanne Peters
- 7-12 Student Council – Casey Palmer
- AV Club – Vivi Higgins
- Lily Pad Club – Ben Baker and Dave Parisi

Motion carried unanimously.

Motion by Mr. Buckman, seconded by Mr. Freebern to appoint Sara Griffen as Bus Monitor effective 9/1/23 to 6/30/24. This is a 1.5 hours per day, 10 month position. Mrs. Griffen will be placed on Step 6 of the CSEA contract.

Motion carried unanimously.

First Reading of Board policies 5630 Facilities, 5661 Wellness, 6550 Leaves of Absence, 7150 Remote Instruction, 7420 Sports and the Athletic Program, 7512 Student Physicals, 7515 Head Lice, 8240 Instruction in Certain Subjects, 8450 Home Instruction.

Motion by Mr. Buckman, seconded by Mr. Erickson upon recommendation of the Superintendent, appoint Kristen Constantineau who holds Professional Certification in Mathematics 7-12 to a position in the Mathematics tenure area for a probationary period commencing on September 1, 2023 and anticipated to end on August 31, 2026. Ms. Constantineau will be appointed on Step 14 of the NWT contract.

K. Constantineau appointed

Motion carried unanimously.

Motion by Mr. Erickson, seconded by Mrs. LaGuerre to appoint the following Mentors for the 23-24 school year:

Mentors Appointed

Melissa Myers – Special Education

Martin Vysohlid – Earth Science

Motion carried unanimously.

Motion by Ms. Hill, seconded by Mr. Freebern to accept the resignation of Jordan Weatherhead as Earth Science teacher effective August 31, 2023.

J. Weatherhead Resignation

Motion carried unanimously.

Motion by Mr. Erickson, seconded by Ms. Hill to accept the resignation of Adam Langworthy as Mathematics teacher effective July 11, 2023.

A. Langworthy Resignation

Motion carried unanimously.

Motion by Mrs. LaGuerre, seconded by Ms. Hill to change the number of days worked for Laura Donohue, Bus Driver, from 180 days to 177 days per year.

L. Donohue Days Decreased

Motion carried unanimously.

Motion by Mr. Erickson, seconded by Ms. Hill to change the number of days worked for Brenda Lewis, Bus Driver, from 180 days to 177 days per year.

B. Lewis Days Decreased

Motion carried unanimously.

Mrs. French welcomed the new teachers and reported on the end of the year and graduation. Staffing for the fall is continuing. Asked Board to save July 24, 2023 at 5:00 PM as a Special Board meeting for appointments.

Residency within the district has become a concern and if the Board would reconsider tuition-in students. She explained that some district have set rate other than state rate and if we accept tuition in students we would be required to give all services and programs they need or request. Mrs. French does not believe we need this for numbers reasons and there are many factors in considering this. The Board discussed residency and tuition and many did not want to change. It will be discussed again July 24.

The softball field project looks great, the technology classes will be building dugouts and we are working on a quote for concrete.

There is a Board meeting scheduled for August 28 if needed or it will definitely be a Building & Grounds Committee meeting.

Mrs. French talked to Ms. Carlozzi regarding the Small Tales program at the town hall. They would like to play on the fields until their playground on the town property is complete.

Mr. Lail reports they are working on closing last year and getting ready for the auditors on July 31st. The District will be conducting a physical inventory through QuestStar BOCES this year. They will also convert the old information into the new program. A new Medicare Advantage program will be rolled up to the retirees. He feels there are some good benefits with cost savings to retirees and district.

Mr. Martin reports the district is looking for an Earth Science teacher. He welcomed the new teachers in the audience. Regents scores were reviewed, there are areas of improvement and he has gotten feedback from some of the teachers. He looks forward to seeing the green sheets which compare all districts.

Ms. McGourty reports 32 students in grades 1-6 and enrolled in the YMCA Camp for literacy skills. Teachers are coming in to work on curriculum.

Mr. LaPell asked why the new schedule was not on website for 30 days. Mrs. French reports bus schedules and school schedules are administrative decisions and do change.

Mr. Buckman left at 6:41 PM.

Mr. Freebern had questions regarding the Guercio memos. The Board and administration had discussion regarding gender.

Ms. Hill asked about a school social media account for North Warren. Mrs. French reports potential issues with keeping up on it and making sure all information is on it.

Board of Education meetings will be held:
July 24, 2023 at 5:00 PM – Special Meeting
August 7, 2023 at 5:00 PM – Regular Meeting

Motion by Mr. Erickson, seconded by Ms. Hill to adjourn at 6:51 PM.
Motion carried unanimously.

District Clerk