

# DRAFT

## GLENS FALLS CITY SCHOOL DISTRICT BOARD OF EDUCATION

### MINUTES

**Monday, December 11, 2017**  
**District Office - 15 Quade Street - 7:00 p.m.**

- BOARD MEMBERS PRESENT:** Mrs. Maurer – President, Mr. Deason – Vice President, Mrs. Culliton, Mr. Graham, Mrs. Greenwood, Mr. Levin, Mrs. Spector-Tougas, Mrs. Stockdale
- BOARD MEMBERS ABSENT:** Mr. Rivers
- ADMINISTRATORS PRESENT:** Paul Jenkins, Trent Clay, Bobby Yusko, Tammy Silvernell, Debbie Hall, Jennifer Hayes, Carrie Mauro, Rebecca Vanderklish, Chip Corlew
- STAFF MEMBERS PRESENT:** Skye Heritage, Paul Streicher, Brandon Lis, Betty Brown, Debbie Seebeck, Ken Chester
- COMMUNITY MEMBERS PRESENT:** Sara Quartiers

The meeting was called to order by Mrs. Maurer, President, at 7:00 p.m.

**1. MINUTES:**

It was moved by Mr. Graham, seconded by Mr. Deason, **to approve the minutes from the November 13, 2017 Regular Board of Education Meeting.** The motion was carried unanimously. (8-0)

**2. SUPERINTENDENT'S REPORT:**

- Winter is here and apparently coming with a vengeance tomorrow. No decisions have been made yet on a snow day!
- We are in full swing with events this month. We have holiday concerts, and winter athletic events. December 4-10 marks National Computer Science and the Hour of Code. We are encouraging everyone to get involved as much as possible this week by spending an hour with your child, engaged in a computer science activity. Families are invited to attend a special event – coding, cookies and cocoa, which is taking place on Friday, December 15<sup>th</sup> from 6:30 – 8:30 p.m. in the High School cafeteria.
- The public hearing for the property purchase on Glenwood Avenue will be held this evening during the "Old Business" section on tonight's agenda.
- Mr. Jenkins recognized two staff members that are retiring this year. Ann Ryan has been a High School Special Education teacher in the district since 1988. She has been Department Chair, and was the founder of the Hope Committee and Boutique. Congratulations Ann! As you all know, Chris Reed is also retiring. Chris is our Middle School Principal. Chris graduated from Glens Falls High School in 1972, and started working in Glens Falls City School District in 1987 as a Middle School Guidance Counselor. He became the High School Assistant Principal in 1999, and in February 2002, Chris became the Principal of the Middle School. Under Chris' leadership, our Middle School has become a School to Watch, and hopefully will be a School to Watch for the fourth time in the last 10 years. He has been a strong advocate for the New York State Middle School Association, and was awarded the Ross M. Burkhardt Outstanding Middle Level Education this fall. Congratulations Chris!

3. **PUBLIC PARTICIPATION:** Debbie Seebeck wanted to speak about the purchase of the property on Glenwood Avenue, but said she would talk during the public hearing at the end.

4. **REPORTS:**

- **Big Cross PTA** – Sara Quartiers reported last month was their annual Thanksgiving breakfast. Students were able to eat breakfast “family style” in the gym and in the cafeteria to celebrate as a school community and to give thanks. The annual holiday shopping program began December 4<sup>th</sup>, and extended through the 6<sup>th</sup>. The store gave kids an opportunity to experience the true meaning of Christmas by being able to select presents to give to loved ones at home. Items were marked very inexpensively with most items ranging from 50 cents to just a few dollars. All students were given gift certificates that were good for a dollar or 2 so that every child was able to purchase and wrap something for a loved one. Last month’s Fall Fundraiser brought in nearly \$5,000. The PTA will be working in conjunction with High School Foreign Language Teacher, Shannon McKeighan, to organize an International Activity Night sometime next month. Staff, students and parents are looking forward to the annual Big Cross Pasta Night, which is always a great way for our school community to come together and continue to foster connections between families and staff.
- **Middle School PTSA** – Sara Quartiers reported students in the Middle School are working hard to earn Positive Behavior Target Tickets within their classes. Target tickets can be earned a variety of ways. These tickets can be used in the Bling Store. At the Bling store, next week, students will be able to use their target tickets to purchase items for friends and family members on their shopping list. The PTSA also hosts a wrapping station to wrap gifts as well. The PTSA’s fall fundraiser raised almost \$10,000. The PTSA is starting to plan for the 5<sup>th</sup>/6<sup>th</sup> grade activity night, which will happen on February 2<sup>nd</sup>.
- **Public Relations Committee** – Mr. Deason reported the committee met on December 6<sup>th</sup>, and primarily discussed the information going out to voters regarding the special vote for the bus garage land purchase on January 23, 2018. A city-wide newsletter will be mailed to all residents, a postcard with key details will also be mailed to all residents, the district website will feature information on the proposal, and social media will also be used to inform voters. A video will also be made to explain the proposition and why the land purchase is necessary for continued safe operation at the bus garage facility. The committee also discussed the successful hosting of the Adirondack Chamber of Commerce’s Leadership Adirondack group, and the brochure advertising the middle school principal position.
- **Technology Committee** – Mr. Levin reported the committee met on December 6<sup>th</sup>. Paul Streicher and Michele Hogan gave a wide range of technology information to the Board. Some of the items discussed were professional development workshops and sessions for staff, and the S.W.A.T. team (Students Willing to Assist with Technology) field trip to Google Headquarters in New York City. Mr. Jenkins and Mr. Streicher presented at the Adirondack Area School Boards Association meeting on our district technology. Also discussed was the elementary maker space at Kensington, the capital project, the 21<sup>st</sup> Century Learning Spaces, and hour of code. The meeting wrapped up with interactive displays.
- **Curriculum Committee** – Mrs. Maurer reported the committee met prior to the Board Meeting. Dr. Lori Carlin of K-12 Insight gave a presentation on the district level results of the DTSDE survey that was conducted in the fall. There was slightly less participation this year than last, but still plenty of participation for the results to be meaningful and statistically valid. Building Principals will be collaborating with their PTA/PTSA representatives to discuss programs that can be put in place to address areas of concern. The district received grant funding related to our Focus designation that will allow us to address some of these areas of concern. We also reviewed course failure data from the Middle School and High School for the first marking period, and were pleased to see more students passing courses in the first marking period of this school year.

- Mrs. Maurer asked the Board if any of the consent agenda items should be moved to the regular discussion items. Items 5.E, and 5.I.8 were removed.

**5. CONSENT AGENDA:**

It was moved by Mr. Graham, seconded by Mrs. Culliton, to approve the Consent Agenda. The motion was carried unanimously. (8-0)

- A. Student Placements – CSE/CPSE Recommendations**
- B. Financial Reports**
  - 1. Warrant 5A, 5B, and the Internal Claims Auditor’s Report
  - 2. Treasurer’s Report for month ending September 30, 2017 and October 31, 2017
- C. Sports Trips**
  - 1. Indoor Track Invitational in Springfield, MA on January 7, 2018
  - 2. Indoor Track Invitational at Utica College on February 3, 2018
- D. Discard a ¼” Size Engelhardt bass #7**
- E. Sports Programs (REMOVED FROM THE CONSENT AGENDA)**
  - 1. Youth Basketball – December 9, 2017 – March 17, 2018
- F. Scholarships**
  - 1. Joseph W Potvin Scholarship
- G. Municipal Cooperation Resolution**
- H. Policies**
  - 1. Approve the first reading of policies:
    - 5680 – Delete – Safety and Security
    - 5681 – School Safety Plans
    - 5683 – Fire Drills, Bomb Threats & Bus Emergency Drills
    - 5684 – Use of Surveillance Cameras in the School District and on School Buses
    - 5692 – Human Immunodeficiency Virus (HIV) Related Illnesses
    - 5710 – Transportation of Students
    - 5741 – Idling Buses on School Grounds
    - 6110 – Code of Ethics for Board Members and All District Personnel
    - 6111 – Testing Misconduct and mandatory Reporting Requirements
    - 6120 – Equal Employment Opportunity
    - 6121 – Sexual Harassment of District Personnel
    - 6123 – Evaluation of Personnel
    - 6124 – Employee Grievances
    - 6130 – Fingerprinting Clearance of New Hires
    - 6140 – Alcohol, Drugs and Other Substances
    - 6141 – Drug Free Workplace
    - 6150 – Conference/Travel Expense Reimbursement
    - 6213 – Registration and Professional Development
    - 6220 – Temporary Personnel
    - 6230 – Delete – Mentoring Program for First-Year Teachers
    - 6410 – Staff Acceptable Use Policy
    - 6411 – Use of Email in the District
    - 6420 – Employee Personnel Records and Release of Information
    - 6430 – Employee Political Activities
    - 6431 – Delete – Professional Staff Consulting Activities
    - 6510 – Delete – Health Insurance
    - 6520 – Delete – Workers’ Compensation
    - 6531 – Family and Medical Leave Act
    - 6532 – Leaves of Absence
    - 6540 – Delete – Unused Vacation Days
    - 6560 – Determination of Employment Status: Employee or Independent Contractor

- 6561 – Delete – Professional Services Providers
- 2. Waive the Second Reading of the policies listed in H.1.
- 3. Adopt the Policies list in H.1.

## I. Personnel

1. **Professional Retirements:**  
*Reed, Christopher*, Middle School Principal, Effective July 1, 2018  
*Ryan, Ann*, Special Education Teacher, Effective June 30, 2018
2. **Non-Teaching Resignations:**  
*Anapolis, Darlene*, Long-Term Substitute Nurse, Effective November 24, 2017  
*Reilly, Ilona*, Teacher Aide, Effective November 28, 2017  
*Dwyer, Henry*, Lunch Monitor, Effective March 2, 2018
3. **Non-Teaching Change in Appointment:**  
*Berg, Michael*, from Cleaner to Custodian, Effective December 11, 2017  
  
*Schmidt, Donna*, from Cleaner to Custodian, Effective December 11, 2017  
  
*Mallory, Melissa*, from 5.50 Hour Teacher Assistant to 6.50 Hour Teacher Assistant, Effective December 12, 2017
4. **Provisional Appointment:**  
*Harris, Bobbi*, 8.0 Hour Senior Typist, Effective November 14, 2017, Probationary Period: November 14, 2017 – May 14, 2018 (Provisional Appointment pending the successful completion of the Civil Service Exam)
5. **Non-Teaching Appointments:**  
*Barbeau, Thomas*, Hourly Cleaner, Effective November 19, 2017  
*Kunemund, George*, Hourly Cleaner, Effective November 27, 2017  
*Anderson, Glenn*, Part-Time Bus Driver, Effective December 18, 2017
6. **Rescind Coaching Appointment:**  
*Mason, Samantha*, 8<sup>th</sup> Grade Girls Basketball Coach, Effective November 30, 2017
7. **Coaching Appointments (2017-2018):**

<i>Mason, Meresa</i>	8 <sup>th</sup> Grade Girls Basketball	D-1	\$2,887.11
<i>Mazza, Cameron</i>	JV Girls Lacrosse	C-1	\$3,416.67
8. **Coaching Appointments for Youth Programs (Volunteers): (REMOVED FROM THE CONSENT AGENDA)**

<i>Barber, Jamie</i>	5 <sup>th</sup> Grade Boys Basketball
<i>Holcomb, John</i>	6 <sup>th</sup> Grade Boys Basketball
<i>Stafford, Rick</i>	4 <sup>th</sup> Grade Girls Basketball
<i>Eddy, PJ</i>	5 <sup>th</sup> Grade Girls Basketball
<i>Westfall, Joanne</i>	6 <sup>th</sup> Grade Girls Basketball
9. **Volunteer Coaches (2017-2018):**

<i>Brady, Kathleen</i>	Varsity Girls Basketball
<i>Cortese, Ross</i>	JV Girls Basketball
<i>Gooden, Sonny</i>	Varsity Boys Basketball
<i>Gregory, Dave</i>	Modified Boys Basketball
<i>Sanders, Lucas</i>	V& JV Wrestling
<i>Distler, Matt</i>	Swimming

**END OF CONSENT AGENDA**

- The Board discussed concerns regarding the youth basketball program, and the volunteer coaches that were listed and pulled from the consent agenda. Some concerns were insurance coverage, liability to the district, fingerprinting of coaches, who would oversee the program and the money collected for referees and for tournaments. Moving forward, the Board will approve it for this year, but look into the youth programs getting their own insurance starting next year.
- It was moved by Mr. Graham, seconded by Mr. Levin, **to approve the Youth Basketball Program from December 9, 2017 – March 13, 2018.**

The motion was approved 7-0 (Mr. Deason Abstained).

- It was moved by Mr. Graham, seconded by Mrs. Culliton, **to approve the following Coaching Appointments for the Youth Basketball Program (Volunteers):**

<i>Barber, Jamie</i>	5 <sup>th</sup> Grade Boys Basketball
<i>Holcomb, John</i>	6 <sup>th</sup> Grade Boys Basketball
<i>Stafford, Rick</i>	4 <sup>th</sup> Grade Girls Basketball
<i>Eddy, PJ</i>	5 <sup>th</sup> Grade Girls Basketball
<i>Westfall, Joanne</i>	6 <sup>th</sup> Grade Girls Basketball

The motion was approved 7-0 (Mr. Deason Abstained).

6. **CORRESPONDENCE:** None

7. **OLD BUSINESS:** The public hearing was held for the Purchase of the Property at 35 Glenwood Avenue. Mr. Jenkins gave a presentation to the Board. The district will be mailing out post cards, a newsletter, and it will be on our district website.

Debbie Seebeck – resident on Glenwood Avenue, but resides in the Queensbury School District. She said the Queensbury School District Residents that live on Glenwood Avenue are in the dark about the Glens Falls City School District buying the property. She wanted to know if we were going to communicate it to all the residents on Glenwood Avenue, and if we were going to leave the house, and leave the barn.

Mr. Jenkins – Understands her concerns, but we have to get the information out to the Glens Falls City School District voters. The information will be in the paper, and on our website. We do not have any plans as of right now to change anything.

Mr. Deason – It is import to be good neighbors.

Mr. Jenkins – We are not changing the aesthetics from the road at this time.

8. **NEW BUSINESS:** None

9. **EXECUTIVE SESSION:**

At 7:45 p.m., it was moved by Mr. Deason, seconded by Mrs. Stockdale, **to adjourn to executive session to discuss a legal matter, and a personnel issue.**

The motion was carried unanimously. (8-0)

**Executive Session ended at 8:21 p.m.**

It was moved by Mr. Graham, seconded by Mrs. Greenwood, **to come out of executive session.**

The motion was carried unanimously. (8-0)

**10. ADJOURNMENT:**

At 8:22 p.m., there being no further business, it was moved by Mr. Graham, seconded by Mrs. Greenwood, **to adjourn the meeting.** The motion was carried unanimously. (8-0)

Amy Towers  
Clerk, Board of Education