

BOLTON CENTRAL SCHOOL  
BOLTON LANDING, NEW YORK 12814

REGULAR MEETING OF THE BOARD OF EDUCATION  
SEPTEMBER 10, 2018

MINUTES

1. The meeting was called to order by Mrs. Pfau at 6:33p.m.
2. The Pledge of Allegiance was led by Mrs. Pfau.

3. **ROLL CALL**

*Present:*

Mrs. Kathy Pfau	Mrs. Julie Beebe
Mrs. Tammie DeLorenzo	Mr. Michael Graney
Ms. Michelle Calzada	Ms. Kathleen Dennin
Mr. Jesse Foy	Ms. Christina Dunalewicz
Mrs. Pamela Quigan	
Mrs. Denise Johnson	

*Public Present:*

Mr. Chad Shippee	Mr. Daniel Hull	Mr. Dan Shaw
Mrs. Dawn Robinson	Mrs. Deb Andersen	Ms. Jennifer Carlson
Mrs. Tenee Casaccio	Ms. Margot Hens	Mr. Ryan Volkmann
Mrs. Margaret Maranville	Officer Jeff Webster	Mr. Michael Leone
Mrs. Erica Eager	Mrs. Tammy Soper	Mrs. Denise Clark

4. **MINUTES APPROVAL**

**MOTION** by Mrs. DeLorenzo, seconded by Mrs. Johnson, that the Board of Education approve the minutes from the Regular meeting held on August 13, 2018 as presented.

**VOTE: ALL FAVORABLE**                      **MOTION: CARRIED**

*Mrs. Quigan abstained.*

Minutes  
Approval

5. **COMMUNICATIONS**

- A. AASBA Meeting - Thursday, October 4, 2018. R.S.V.P. to the District Clerk by Friday, September 21<sup>st</sup>.
- B. Staff Development Day Date Change – Changed **FROM** Friday, October 19<sup>th</sup> **TO MONDAY, October 22<sup>nd</sup>** due to a scheduling conflict of the main speaker.
- C. Mr. Graney introduced our School Resource Officer (SRO), Officer Jeff Webster. The agreement between the District and Warren County will be presented at the October meeting.

6. **COMMITTEE REPORTS**

- A. Facilities Committee- Mr. Graney highlighted the Facility Committee's discussion points from November 2017 to present. The Committee wanted to maintain a scope of work with no tax increase that would meet the facility and programmatic needs of the District.

Mrs. Tenée Cassacio of JMZ Architects and Planners, P.C., gave a presentation on the new scope which will include infrastructure improvement, preventative maintenance, utilizing the existing foot print for reconfiguring teaching/studio spaces, reconfiguring the building entrance and expanding existing classroom space to meet the needs of growing programs.

Ms. Dennin discussed the funding of the project and that an annual bond payment would replace an existing bond payment that would be coming off the books. This will result in a zero-tax impact for this project.

- B. Policy Committee- September Meeting Report – Ms. Calzada reported that the Policy Committee met prior to this evening’s Board meeting and will be presenting two polices for the October meeting. The next meeting will be on November 19<sup>th</sup> at 5:45 p.m.

7. **INSTRUCTIONAL PROGRAM**

- A. Opening Day report for the 2018 - 2019 school year: Mr. Graney and Mr. Shippee reported that staff development days and opening day went very well with a student count of 193. Mr. Graney commended the Facilities Department on all the building work that was done over the summer. Mr. Graney also thanked Mrs. Robinson for doing all she does to iron out first week transportation glitches and to ensure trips to and from school run well for all of our students.
- B. 2017 – 2018 Highlights – Mr. Graney highlighted the acquisition of a Baseball field thanks to the ongoing collaboration of the Town of Bolton, the Board of Education and the District. Mr. Graney also reported on the results of Albany Business Review’s School Report. Bolton Central School has once again fared extremely well in this year’s 2017 Schools Report which include the 92 school districts within capital region coverage area, as well as the 31 district Washington, Saratoga, Warren, Hamilton and Essex County BOCES region we are a part of.
- C. Mr. Shippee and the Steering Committee gave a presentation on the status of the different parts of their plan, the progress the District hopes to achieve and the goals going forward. This year the committee is narrowing the focus to two main areas. School Environment and Achievement, and Homework, Grading and Communication.

8. **SCHOOL DISTRICT BUSINESS**

- A. **MOTION** by Mrs. DeLorenzo, seconded by Mrs. Beebe, to accept the recommendation that the Board of Education approve the Treasurer and Central Treasurer’s reports for August, 2018, as presented.

**VOTE: ALL FAVORABLE**

**MOTION: CARRIED**

Treasurer’s  
& Central  
Treasurer’s  
Report

B. **MOTION** by Mrs. Quigan, seconded by Mrs. Johnson, approve the appointment of Ms. Kandi Kelley as a Teacher Mentor for the 2018 – 2019 school year. Stipend, Duties and Conditions are stipulated in the current Collective Bargaining Agreement with the BTA.

**VOTE: ALL FAVORABLE**                      **MOTION: CARRIED**

2018 - 2019  
K. Kelley  
Mentor

C. **MOTION** by Mrs. Quigan, seconded by Ms. Calzada, that upon the recommendation of the Superintendent, Ms. Ashley Truax, who is initially certified in the Childhood Education (Grades 1 - 6) area and is hereby appointed to an at-will .20 FTE position of Young Scholars Instructor. Salary for the 2018 – 2019 school year is based on step 2 per the collective bargaining agreement with the BTA. The service will not be credited toward tenure.

**VOTE: ALL FAVORABLE.**                      **MOTION CARRIED.**

Appt. A.  
Truax 18  
– 19 –  
Young  
Scholars

D. **MOTION** by Mrs. Quigan, seconded by Mrs. Johnson, WHEREAS, the Board of Education (the “Board”) of the Bolton Central School District (the “School District”) is proposing to undertake a capital project consisting of the construction of additions to and reconstruction of various School District buildings, construction of a maintenance building, site work, acquisition of original furnishings, equipment, machinery or apparatus required for the purpose for which such buildings are to be used and payment of incidental costs related thereto (the “Project”); and

SEQRA -  
Resolution

WHEREAS, the proposed Project entails the construction, maintenance, repair, replacement, reconstruction and/or rehabilitation involving no substantial changes or expansion beyond 10,000 square feet of existing structures and/or facilities; and

WHEREAS, the proposed Project is a routine activity of the School District; and

WHEREAS, the Board has considered information and documentation which describes the design and intent of the Project;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Bolton Central School District, based upon the record before it, including the general, specific and detailed knowledge of the Board of the proposed Project, and under the applicable standards of New York State Environmental Quality Review Act (“SEQRA”) and 6 NYCRR Part 617.5, hereby determines that the Project is a Type II Action, and that no further action is required to satisfy the requirements of SEQRA.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately.

**VOTE: ALL FAVORABLE.**                      **MOTION CARRIED.**

E. **MOTION** by Mrs. Quigan seconded by Mrs. Johnson, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOLTON CENTRAL SCHOOL DISTRICT (the “School District”) that a special meeting of the qualified voters of the School District be and the same is hereby called to be held in the lobby of the Bolton School, 26 Horicon Avenue, Bolton Landing, New York on Tuesday, October 30, 2018 from 12:00 noon until 8:00 p.m. prevailing time for the purpose of voting on the following proposition:

Special  
Election –  
Tuesday,  
October 30,  
2018

***SHALL the Board of Education be authorized to (1) construct additions to and reconstruct various School District buildings, construct a maintenance building, perform site work, acquire original furnishings, equipment, machinery or apparatus required for the purpose for which such buildings are to be used and pay incidental costs related thereto, at a maximum cost of \$3,867,000, (2) expend such sum for such purpose, including the expenditure of \$618,000 from a donation/endowment, \$1,275,000 of fund balance and \$526,500 of capital funds, (3) levy the necessary tax therefore, taking into account state aid and the amount expended from***

***donation/endowment, fund balance and capital funds, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education, and (4) in anticipation of the collection of such tax, issue bonds and notes of the School District at one time or from time to time in the principal amount not to exceed \$1,447,500, and levy a tax to pay the interest on said obligations when due?***

The vote upon such proposition shall be by ballot registered upon voting machines. The hours during which the polls shall be kept open shall be from 12:00 noon to 8:00 p.m. prevailing time or for as long thereafter as necessary to enable qualified voters who are in the polling place at 8:00 p.m. to cast their ballots.

Personal registration of voters is required either pursuant to Section 2014 of the Education Law or Article 5 of the Election Law and no person shall vote whose name does not appear on the register of the School District. If a voter has heretofore registered pursuant to Section 2014 of the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he or she is eligible to vote at this meeting; if a voter is registered and eligible to vote under Article 5 of the Election Law, he or she is also eligible to vote at this meeting. All other persons who wish to vote must register.

The Board of Registration shall meet in the Main Office of the School District, 26 Horicon Avenue, Bolton Landing, on October 23, 2018 from 8:00 a.m. until 3:00 p.m., prevailing time, to prepare the register of voters of the School District. Any person who has not currently registered under the permanent personal registration by the last date found on such registers or list furnished by the board of elections, and has not voted at an intervening election, must, in order to be entitled to vote, present himself personally for registration.

The register prepared by the Board of Registration shall be filed in the office of the District Clerk, 26 Horicon Avenue, Bolton Landing, New York and will be open for inspection immediately upon its completion by any qualified voter of the School District during regular office hours on each business day until the date of the vote.

Absentee ballots may be applied for at the office of the School District Clerk. Applications for absentee ballots must be received by the School District Clerk at least seven days prior to the vote if the ballot is to be mailed to the voter, or on or prior to October 29, 2018, if the ballot is to be delivered personally to the

voter. Absentee ballots must be received by the School District Clerk not later than 5:00 p.m. on October 30, 2018. A list of all persons to whom absentee ballots shall have been issued will be available in the office of the School District Clerk from 8:00 a.m. until 3:00 p.m. prevailing time on each of the five days school is in session prior to the day of the election. Any qualified voter may challenge the acceptance of the ballot of any person on such list, by making his challenge and reasons therefor known to the Inspector of Election before the close of the polls.

BE IT FURTHER RESOLVED, that the District Clerk is hereby authorized and directed to publish a notice of such meeting in two newspapers of general circulation within the School District, four (4) times within the seven (7) weeks next preceding such School District meeting, the first publication to be at least forty-five (45) days prior to the date of the meeting.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately upon its adoption.

**VOTE: ALL FAVORABLE.**

**MOTION CARRIED.**

9. **PUBLIC COMMENT**

No public comment

10. **BOARD OF EDUCATION COMMENT**

Mrs. Quigan suggested the project presentation be shown again at the October meeting.

Mrs. Pfau shared a conversation she recently had with a family new to the District and the pleasant experience they are having. Mrs. Pfau thanked everyone in the District for their contribution that makes BCS a positive place to be.

11. **BOARD OF EDUCATION ITEMS**

A. **MOTION** by Ms. Calzada, seconded by Mrs. DeLorenzo that the Board of Education adjourn to Executive Session at 7:23 PM, for the purpose of discussion of the employment history of a particular person.

Adjourn to  
Executive  
Session

**VOTE: ALL FAVORABLE.**

**MOTION CARRIED.**

Mrs. Pfau returned the meeting to regular session at 7:59 p.m.

B. **MOTION** by Mrs. Quigan, seconded by Ms. Calzada, that the Board of Education appoint Mr. Michael Graney in the absence of the District Clerk to act as Clerk Pro Tem for the remainder of the September 10<sup>th</sup> Board Meeting.

Appointment  
- Clerk Pro  
Tem

**VOTE: ALL FAVORABLE.**

**MOTION CARRIED.**

C. **MOTION** by Mrs. DeLorenzo, seconded by Mrs. Johnson, that the Board of Education, upon the recommendation of the Superintendent, accept the resignation for retirement purposes of Mr. Craig Hannon, effective October 15th, 2018.

Retirement -  
C Hannon

**VOTE: ALL FAVORABLE.**

**MOTION CARRIED.**

D. **MOTION** by Mrs. Quigan, seconded by Mrs. DeLorenzo, that the Board of Education, upon the recommendation of the Superintendent, appoint Mr. Craig Hannon to the position of Substitute Bus Driver.  
**VOTE: ALL FAVORABLE. MOTION CARRIED.**

Appointment  
– C. Hannon –  
Sub Bus  
Driver

E. **MOTION** by Mrs. Quigan, seconded by Mrs. DeLorenzo, that the Board of Education adjourn the meeting at 8:02 p.m.  
**VOTE: ALL FAVORABLE MOTION: CARRIED**

Meeting  
Adjourned

The meeting was adjourned at 8:02 p.m.

Board approved: \_\_\_\_\_

District Clerk

DRAFT