

**North Warren Central School District
Organizational Meeting / Public Hearing
North Warren Central School
July 8, 2021**

897

Mrs. McAvey called the meeting to order at 4:05 PM, followed by the Pledge of Allegiance.

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

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

Oath of Office administered to newly elected Board Trustee Freebern.

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

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

Motion carried unanimously.

Oath of Office administered to newly elected Board President and Vice President.

Motion by Mr. Erickson, seconded by Mr. Freebern 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.

Motion by Mrs. Swan, seconded by Mr. Buckman 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 – Deirdre Hill
Board of Education Audit Committee: Paul Buckman, Mike Erickson, Cortney Swan
Purchasing Agent – Superintendent; LEA Designee – Brian Sabattis
Tax Collector – Sheila Ellsworth; Census Taker – Susan Griffen

Motion carried unanimously.

**North Warren Central School District
Committee on Special Education
Sub-Committee on Special Education**

Membership for the Committee and/or Sub-Committee on Special Education for the 2021-2022 school year shall include but not be limited to:

Caleb Martin, Chairperson
Maggie Kelly, Chairperson
Deirdre Hill, Counselor, Co-Chairperson
HHHN Representative
Jessica Bartlett
Josh Gifford
Melissa Myers
Jennifer Farmer
Shelly Moore
Cynthia Meddaugh
K-12 General Education Teacher
Guidance Counselors
Susan Kearing, School Psychologist
Jill Primeau, OTR
Kira Studler, Speech Therapist
Andrea Winchip, Speech Pathologist
Denise Putney, Physical Therapist
David Parisi, School Social Worker
Building Nurse
Therapists/Teachers from WSWHE BOCES
Therapists/Teachers from Perkins School for the Blind
Therapists/Teachers from Mountain Lake Academy
Representatives from Northeast Child and Family
Representatives from Green Chimneys
Representatives from CVES BOCES
Representatives from Center for Disability Services/Prospect School
Representatives from Warren County Social Services
The Student's Parent(s)
The Student, if appropriate
Mindy Conway, Parent Representative
Karen Wurzberger, Surrogate Parent

North Warren Central School District
Committee on Preschool Special Education

Membership for the Committee on Preschool Special Education for the
2021-2022 school year shall include but not be limited to:

Susan Kearing, Psychologist, Chairperson
Evaluator, Therapist and/or Teacher from Approved Preschool Agency
Representative from Warren County Health Services
Preschool Child's Parent

Mindy Conway, Parent Representative

**NORTH WARREN CENTRAL SCHOOL DISTRICT
COMMITTEE ON SPECIAL EDUCATION**

POLICY AREA: SURROGATE PARENT

In compliance with commissioner of Education's Regulations Part 200.5(n), the following is submitted:

COMMENTS: Children whose parents or guardians are unknown or unavailable, or children who are wards of the state, do not have their rights safeguarded unless there is an advocate to act for them. P.L. 94-142 provides for an individual to be appointed to safeguard a child's rights in the specific instance of educational decision making, identification, evaluation and placement.

The North Warren Central School District, in accordance with existing State and Federal regulations, has established guidelines for the qualifications, role and selection of the surrogate parent, as well as procedures for determining the need of a surrogate. These procedures will assure that the child's rights will be safeguarded.

The surrogate parent as appointed by the North Warren Central School Board of Education is as follows:

**Mrs. Karen Wurzberger
Chestertown, NY 12817**

STATE APPROVED PRESCHOOL PROVIDERS

Adirondack Enrichments
13 Locust Street
Glens Falls, NY 12801
(518) 761 -2025

Center for Disability Services
DBA Prospect Child and Family Ctr
133 Aviation Road
Queensbury, NY 12801
(518) 798-0170

The Rehabilitation Center
2 Country Club Road
Queensbury, NY 12804
(518) 926-2000

New Meadow School
15 Burke Drive
Queensbury, NY 12804
(518) 338 - 3482

Access Therapy Group PLLC
515 Moe Road
Clifton Park, NY 12065
Phone 518-280-4294
Fax 518-280-4297

Building Blocks Learning Ctr
19 Robinson Road
Clinton, NY 13323
(315) 853-6090 ext 104

Therese Bogsted
439 East River Drive
Lake Luzerne, NY 12846
(516) 225-4156

Amy Catalfamo
518 932-3029

Warren County Health Services
1340 State Route 9
Lake George, NY 12845
(518) 761-6580

Saratoga Speech Pathology
550 Maple Avenue
Saratoga Springs, NY 12866
(518) 450-0297

Motion by Mr. Freebern, seconded by Mrs. Hill to approve the following designations:

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 Mrs. Swan to approve the following authorizations:

Petty Cash Funds - \$100 each – Judith McAvey and Christine Jay

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.

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

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.

The Board moved to the regular meeting at 4:18 PM

6/14/21 Minutes
Approved

Motion by Mrs. Hill, seconded by Mr. Erickson to approve the minutes of the June 14, 2021 Regular Meeting of the Board of Education.

Motion carried unanimously.

July 2021

SUN	MO	TUE	WE	TH	FRI	SA
				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 2021

SU	MO	TUE	WE	TH	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 2021

SU	MO	TUE	WE	TH	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 2021

SU	MO	TUE	WE	TH	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 2021

SU	MO	TU	WE	TH	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 2021

SU	MO	TUE	WE	TH	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	

North Warren Central School

2021—2022

School Calendar

- July 4 Independence Day
- July 5 Independence Day Observed
- September 1 Supt. Conference Day
- September 6 Labor Day
- September 7 Supt. Conference Day
- September 8 Classes Begin
- October 8 Supt. Conference Day
- October 11 Columbus Day
- November 10 Emergency Release Day
- November 11 Veterans' Day
- November 24-26 Thanksgiving Break
- December 23 Holiday Recess Begins
- January 3 Classes Resume
- January 17 Martin Luther King Jr. Day
- January 25-28 Regents Testing
- February 21-25 Mid-Winter Break
- March 18 Supt. Conference Day
- April 15 Good Friday
- April 18-22 Spring Recess
- May 30 Memorial Day
- June 20 Juneteenth (6/19) Observed
- June 14-24 Regents Testing Days
- June 24 Regents Rating Day
- June 24 Last Day of School



Classes Not in Session



Regents Testing Days



Supt. Conference Days

Board of Education Mtg.

September	17
October	19
November	18
December	16
January	20
February	15
March	22
April	15
May	21
June	17
Supt. Conference Days	4
Snow Days	4

January 2022

SU	MO	TUE	WE	TH	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 2022

SU	MO	TUE	WE	TH	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					

March 2022

SU	MO	TUE	WE	TH	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 2022

SU	MO	TUE	WE	TH	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 2022

SU	MO	TUE	WE	THU	FRI	SA
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 2022

SU	MO	TUE	WE	THU	FRI	SA
			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		

SUBSTITUTE RATE 2021-2022

Custodian	13.00
Teacher Aide	13.00
Teaching Assistant (uncertified)	13.00
Teaching Assistant (certified)	13.00
Clerical	13.00
Mechanics Helper	13.00
Nurse (unlicensed)	13.00
Nurse (registered)	20.00
Bus Driver	21.00
Bus Monitor (special education)	13.00
Food Service Helper	13.00
Account Clerk	15.50
Sign Interpreter	16.00
Non-certified Teacher	95.00
Certified Teacher	115.00
Security Monitor	13.00
Security Monitor (Official) Qualified PO	16.00

Note: Rates will change to stay current with NYS minimum wage.

Motion by Mrs. Swan, seconded by Mr. Erickson to approve the minutes of the June 29, 2021 Special Meeting of the Board of Education.

6/29/21
Minutes
Approved

Motion carried unanimously.

Mr. Lail reports the revised audit was uploaded to the state portal. The Capital Reserve funds are now noted. Discussion about the report followed.

Motion by Mr. Erickson, seconded by Mr. Freebern to accept the revised Independent Auditor's Report for period ending June 30, 2020.

Revised
Independent
Audit
Accepted

Motion carried unanimously.

Public Hearing began at 4:40 PM.

Mrs. French reports the Districtwide School Safety Plan has a few changes but is generally the same as last year. It will be on the North Warren website for 30 days for comment and then approved at the next meeting.

The Board returned to regular meeting at 4:45 PM

Motion by Mrs. Swan, seconded by Mr. Freebern to set the rate of pay for the Tax Collector at \$16.00 per hour.

Tax Collector
Rate of Pay

Motion carried unanimously.

Motion by Mr. Freebern, seconded by Mr. Erickson to appoint Mrs. Vivienne Frederick as Teacher on Special Assignment for the 2021-2022 school year.

V. Frederick
Teacher on
Spec. Assgn.

Motion carried unanimously.

Motion by Mr. Freebern, seconded by Mrs. Swan to appoint Mrs. Cheryl Erickson as Teacher on Special Assignment for part of her day to cover computer based instruction for the 2021-2022 school year.

C. Erickson
Teacher on
Spec. Assgn.

Motion carried unanimously

Motion by Mrs. Swan, seconded by Mrs. Hill to approve the following Committees:
Board Policy Committee: Mike Erickson, Dan Freebern, Tammie LaGuerre
Building & Grounds Committee: Mike Erickson, Paul Buckman, Cortney Swan
Athletic Committee: Katelyn Hill, Dan Freebern, Paul Buckman
Safety Committee: Katelyn Hill, Cortney Swan

Board
Committees
Appointed

Motion carried unanimously.

Motion by Mrs. Swan, seconded by Mr. Erickson to appoint Amy Zarczynski as Vice-Principal for grades PreK-6 for the 2021-2022 school year.

A. Zarczynski
Appointed
Vice Principal

Motion carried unanimously.

Motion by Mr. Buckman, seconded by Mrs. Hill to appoint Candy Fischer and Eric Bott as Co Vice-Principals for the grades 7-12 for the 2021-2022 school year.

C. Fischer
E. Bott
Vice-Principals

Motion carried unanimously.

Motion by Mr. Erickson, seconded by Mr. Freebern to approve the Student Transportation Cooperative Agreement for the 2021-2022 school year.

Transportation
Agreement
Approved

Motion carried unanimously.

Days increased
for Luciano &
Frasier

Motion by Mr. Freebern, seconded by Mr. Erickson to approve a change in the number of workdays per year from 172 to 180 for Tammy Frasier and Darlene Luciano.

Motion carried unanimously.

S. Griffen to 8
hours for 21-22

Motion by Mr. Freebern, seconded by Mr. Erickson to change employment hours for Susan Griffen, RN to 8 hours per day for the 2021-2022 school year.

Motion carried unanimously.

Custodian
Position created

Motion by Mr. Freebern, seconded by Mrs. Hill to create an 8 hour per day Custodian position.

Motion carried unanimously.

D. Putney
contract
approved

Motion by Mr. Buckman, seconded by Mr. Erickson to approve the Putney Physical Therapy contract for the 2021-2022 school year.

Motion carried unanimously.

J. Hovak contract
approved

Motion by Mr. Buckman, seconded by Mr. Freebern to approve the Jason Hovak contract for IT support for the 2021-2022 school year.

Motion carried unanimously.

Items Declared
Surplus

Motion by Mr. Buckman, seconded by Mr. Freebern to declare the following items as surplus property and of no value to the School district as the items are obsolete / damaged beyond repair and authorize disposal of items in accordance with Board Policy and in the best interest of the school district: Dell Carts (63FR5X1, 1R4S5X1, 7S4S5X1, BVYQ5X1, H3FR5X1, 73WS5X1); HP Printer CNGXD18452); Legacy Servers (USE019N0ML, USE019N9MP, USE019N0MM, USE109N4TM, USE019NOMN, USE219406E)

Motion carried unanimously.

Emergency
Application of
Insecticide
Approved

Motion by Mrs. Swan, seconded by Mr. Freebern to declare an emergency application of Insecticide 19-0-4 0.2% Merit in August 2021.

Motion carried unanimously.

Mr. Buckman reported the softball field was not being maintained well.

P Esposito
Resigned

Motion by Mrs. Swan, seconded by Mr. Freebern to accept the resignation of Pamela Esposito as Bus Driver effective June 30, 2021, with regret.

Motion carried unanimously.

Motion by Mrs. Swan, seconded by Mrs. Hill to table Coaching appointments to Executive Session.

Motion carried unanimously.

A. Campbell
appointed LTS

Motion by Mr. Freebern, seconded by Mr. Buckman and upon recommendation of the Superintendent to appoint Anne Campbell who is permanently certified in Elementary Education (PreK-6) to the non-probationary position of long-term substitute to fill a leave of absence effective September 1, 2021 to terminate February 25, 2022. Mrs. Campbell will be appointed on Step 1 of the NWT A contract.

Motion carried unanimously.

Mrs. French reports the staff has been working hard to get ready for students in the fall. The Capital projects are going well; the elementary hallway is open as the contractors have kept the area clean and safe.

Mr. Martin reports Adam Bombard, new guidance counselor, has been in and is doing well. All high school students that need it have been signed up for summer classes. Mr. Martin also reports he would like to see the high school graduation remain on Friday night on the field.
Mr. Buckman stated the graduation was excellent.

Motion by Mr. Buckman, seconded by Mrs. Swan to adjourn to Executive Session at 5:10 PM for coaching appointments.

Motion carried unanimously.

Motion by Mr. Buckman, seconded by Mr. Freebern to come out of Executive Session at 5:40 PM.

Motion carried unanimously.

Motion by Mr. Erickson, seconded by Mr. Freebern to appoint the following coaches for the 2021-2022 school year, pending student participation and completion of all coaching requirements:

Coaches
Appointed

Varsity Girls Soccer – Randy LaFountain
Modified Girls Soccer – Rebecca LaFountain
Varsity Boys Soccer – Jim Conway
Varsity Cross Country – Eric Bott
Modified Cross Country – Martin Vysohlid
Varsity Golf – Frank DeCrescenzo
Varsity Bowling – Frank DeCrescenzo
Varsity Girls Basketball – Todd Lawson
Modified Girls Basketball – Lynn Lewis
Varsity Boys Basketball – James Cuyler
Varsity Cheerleading – Tammie LaGuerre (volunteer)

Motion carried unanimously.

Motion by Mr. Freebern, seconded by Mr. Erickson to adjourn at 5:44 PM.

Motion carried unanimously.

District Clerk