

**Glens Falls Common School District
Board of Education Meeting
Monthly Meeting Minutes**

Date: October 10, 2024

Time: 4:30pm

Location: Office of the Superintendent

Present: Kevin Hanselman, Peter Accardi, Jack Diamond, Brian George, Angela Pfeiffer, Carisa Vogel and Claudia Braymer

Attendance:

1. **Audit Monthly Bills**- Bills approved and signed by the board.

2. **Call To Order**

Mr. Hanselman called the meeting to order at 4:48pm.

3. **Public Discussion**- None

4. **Approval of Minutes**: September 12, 2024 Monthly Meeting

Mr. Accardi made a motion seconded by Mr. Hanselman to approve the minutes of September 12, 2024 Monthly Meeting.

Motion Carried: 2-0

5. **Administrative Reports**: Brian George, Superintendent

5.1 Correspondence

- Capital Project Community Meeting
- PTA Trunk or Treat October 25th
- 2 Hour Delay November 1st
- New Cafeteria Tables

5.2 Buildings and Grounds- Mr. George discussed:

- Water pipe repair
- Building cleaning update

5.3 Curriculum and Programs- Mr. George discussed:

- Professional Development Day October 11th
- Superintendent's Conference Day November 5th

6. **Financial Reports**: Angela Pfeiffer, School District Treasurer

6.1 General Fund Warrant

Mr. Accardi made a motion seconded by Mr. Hanselman to approve the General Fund Warrant in the amount of \$78,670.92.

Motion Carried: 2-0

6.2 Treasurer's Report

6.3 Tax Collector's Report

6.4 Appropriation Status Report

6.5 Budgetary Transfers

Mr. Accardi made a motion seconded by Mr. Hanselman to approve the Budgetary Transfers.

Motion Carried: 2-0

7. New Business:

7.1 Trumpet Donation

Mr. Diamond made a motion seconded by Mr. Accardi to accept the donation of a 20B Conn Trumpet with a mouthpiece, case and mute from the Lake George Community Band.

Motion Carried: 3-0

7.2 Gabrielle Waitzman Teaching Assistant

Mr. Diamond made a motion seconded by Mr. Accardi to hire Gabrielle Waitzman as a full time Teacher Aide effective September 30, 2024 with a salary of \$21,700.

Motion Carried: 3-0

7.3 Sharon Palmer Lunch Aide

Mr. Diamond made a motion seconded by Mr. Accardi to hire Sharon Palmer as a part-time lunch aide at \$19 per hour effective September 23, 2024.

Motion Carried: 3-0

7.4 SEQRA Determination

Mr. Diamond made a motion seconded by Mr. Accardi to declare the Glens Falls Common School District Board of Education as the lead agency for purposes of SEQRA and also approved the following:

Whereas, the Board of Education (the "Board") of the Glens Falls Common School District (the "District") is proposing to undertake a capital project (the "project") consisting of the reconstruction, renovation and improvements of the School District building and site, acquisition of original furnishings, equipment, machinery and apparatus required for the purposes for which such building and site are to be used and payment of incidental costs related thereto, at a maximum cost of \$2,515,000 (the "Proposed Action"); and

Whereas, the proposed Action 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 Action is a routine activity of the District; and

Whereas, the Board has considered information and documentation which describes the design and intent of the Proposed Action;

Now, therefore, be it resolved, that the Board of Education of the Glens Falls Common School District based upon the record before it, including the general, specific and detailed knowledge of the Board of the Proposed Action, 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.

Motion Carried: 3-0

7.5 Proposition to be presented to the voters at a special meeting.

Mr. Diamond made a motion seconded by Mr. Accardi adopt the following resolution dated October 10, 2024 of the Board of Education of the Glens Falls Common School District authorizing a proposition to be presented to the voters at a Special District Meeting.

Be it resolved by the Board of Education of the Glens Falls Common School District that the following proposition be presented to the voters at a special meeting of voters to be held on Tuesday, December 3, 2024 between the hours of 12:00pm and 8:00pm, prevailing time, at the Abraham Wing School, 120 Lawrence Street, Glens Falls, New York:

Proposition

Shall the Board of Education of the Glens Falls Common School District be authorized to (1) reconstruct, renovate and improve the School District building and site, acquire original furnishings, equipment, machinery or apparatus required for the purposes for which such building and site are to be used and pay incidental costs related thereto, at a maximum aggregate cost of not to exceed \$2,515,000; (2) expend such sum for such purposes; (3) levy the necessary tax therefore, taking into account state aid, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education in accordance with Section 416 of the Education Law; 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 \$2,515,000, and levy a tax to pay the interest on said obligations when due.

BE IT FURTHER RESOLVED, that the vote shall be by paper or machine ballot, absentee ballot or by early mail-in ballot. The hours during which the polls shall be kept open shall be from 12:00 p.m. to 8:00 p.m. prevailing 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.

BE IT FURTHER RESOLVED, that the qualified voters of the District shall be entitled to vote in said special vote. A qualified voter is one who is (1) a citizen of the United States of America, (2) eighteen (18) years of age or older, and (3) resident within the School District for a period of thirty (30) days preceding the special vote. The School District may require all persons offering to vote to provide one form of proof of residency pursuant to Education Law section 2018-c. Such form may include a driver's license, a non-driver identification card, a utility bill, or a voter registration card. Upon offer of proof of residency, the School District may also require all persons offering to vote to provide their signature, printed name and address.

BE IT FURTHER RESOLVED, that applications for absentee ballots and early mail-in ballots may be applied for at the office of the School District Clerk on school days between the hours of 8:00 a.m. and 3:00 p.m. Completed applications for absentee ballots and early mail-in ballots must be received by the District Clerk at least seven (7) days prior to the vote if the ballot is to be mailed to the voter, or the last business day before the vote, if the ballot is to be delivered personally to the voter. All absentee and early mail-in ballots must be received by the District Clerk not later than 5:00 p.m. on December 3, 2024.

BE IT FURTHER RESOLVED, the District Clerk shall also mail an early mail ballot to every qualified voter otherwise eligible for such ballot, who requests an early mail ballot in a letter which is signed by the voter

and received by the District Clerk not earlier than the thirtieth day nor later than the seventh day before the vote and which states the address where the voter resides and to which the ballot is to be mailed. The District Clerk shall enclose with such ballot a form of application for early mail ballot. The early mail ballot of a voter who requested such ballot by letter, rather than application, shall not be counted unless a valid application form, signed by such voter, is received by the District Clerk with such ballot.

BE IT FURTHER RESOLVED, that a list of all persons to whom absentee ballots and early mail-in ballots shall have been issued will be available in the office of the District Clerk from 8:00 a.m. until 3:00 p.m. prevailing time prior to the day of the vote, except weekends, and on the day of the vote. Any qualified voter may challenge the acceptance of the ballot of any person on such list, by making their challenge and reasons therefore known to the Inspector of Election before the close of the polls.

BE IT FURTHER RESOLVED, the Education Law makes special provision for absentee voting by “permanently disabled” voters of the School District and any questions regarding these rights should be directed to the Clerk of the board.

BE IT FURTHER RESOLVED, the Education Law makes special provisions for absentee voting for “military” voters of the School District. Specifically, the law provides a unique procedure for “military ballots” in school district votes. A military voter may elect to receive their absentee ballot application and absentee ballot by mail, email or facsimile. The District Clerk of the School District shall transmit the military voter’s military ballot in accord with the military voter’s preferred method of transmission. The military voter must, however, return their original military absentee ballot application and military ballot by mail or in person.

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 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.

Motion Carried: 3-0

7.6 Medline Article 7 Settlement

Mr. Diamond made a motion seconded by Mr. Accardi to approve the Medline Article 7 Settlement in the amount of \$37,725 and to authorize the school attorney to sign the settlement agreement.

Motion Carried: 3-0

8. Executive Session:

Mr. Diamond made a motion seconded by Mr. Accardi to go into executive session at 5:29pm.

Motion Carried: 3-0

Mr. Diamond made a motion seconded by Mr. Hanselman to come out of executive session at 5:36pm.

Motion Carried: 3-0

Mr. Diamond made a motion seconded by Mr. Accardi to approve the CPSE/ CSE Recommendations.

Motion Carried: 3-0

9. **Adjournment:**

Mr. Diamond made a motion seconded by Mr. Hanselman to adjourn the meeting at 5:37pm

Motion Carried: 3-0