

**Hoosick Falls Central School  
Board of Education Regular Meeting 6:00 PM  
Thursday, September 21, 2023**

**Board Members present**

Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster and Student Board Member, Grace Houghton. Also present were Patrick Dailey, Superintendent of Schools, Emily Sanders, Business Administrator, and Kate Patire, District Clerk.

**Meeting called to order at 5:59 PM**

**1. OPENING OF MEETING**

- 1.1 Pledge of Allegiance
- 1.2 Attendance
  - Joe Patire Absent
  - Jena Case Absent
- 1.3 Emergency Exit Review

**2. BOARD PRESENTATIONS**

- 2.1 External Audit by Bonadio & Co., LLP
  - Unmodified opinion on financial statements (highest rating you can achieve)
  - Federal expenditures - no findings
  - Internal controls and compliance - no findings

**2.2 External Audit**

A motion to accept the 2022-2023 Independent Audit Report conducted by Bonadio & Co., LLP for the fiscal period of July 1, 2022 through June 30, 2023.

Motion by Brian Keegan, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster  
Final Resolution: Motion Carries

**3. BOARD PRESIDENT'S REPORT**

**3.1 Comments from Board President**

Jackie Houghton read a message from Joe Patire:

- Thank you to Emily Sanders, for another successful audit
- Thank you to our Custodian staff, for preparing the school and opening on time
- Thank you to our Bus drivers, on the day after the storm for getting all students here safely
- Welcome to our newest Student Board Member, Grace Houghton

**4. BOARD FORUM / DISCUSSION**

**4.1 Board Member Comments**

Emily Marpe:

- Great job on the audit

**5. STUDENT BOARD MEMBER REPORT**

**5.1 Comments from Student Board Member**

Grace Houghton:

- The High School did not have student planners this year; she will talk to building Principal

**6. PUBLIC COMMENT SESSION**

**6.1 Public Comments on Agenda Items Only (NO executive session topics and may be limited to 3 minutes.)**

Started @ 6:12PM

-None

Closed @ 6:12 PM

**7. APPROVAL OF MINUTES**

7.1 August 17, 2023 Regular Meeting

A motion to approve the minutes of August 17, 2023 Regular Board Meeting.

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

7.2 August 31, 2022 Walk-Thru

A motion to approve the minutes of August 31, 2023 Walk-Thru

Motion by Timothy Stratton Jr, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**8. SUPERINTENDENT'S REPORT**

8.1 Comments from Superintendent

Patrick Dailey:

- Congratulations and Welcome Grace, she is our 2nd official Student Board Member
- Thank you to our bus drivers
- Thank you to our staff in cafeteria. They do a wonderful job with the food here
- Upcoming events: Picture day, Student id's, online testing will begin for 5th & 8th grade this year
- Elementary: had a difficult start with high student needs in the UPK & K this year
- High School: sports are rolling and going well
- Middle School: enforcing student expectations on not being disrespectful
- Free and reduced numbers, regulations currently are 40%, we are at 40.6% as of today. State basis their numbers as of April 1st
- Cafeteria audit will be starting
- Going to hold a Cross Country meet in the village, using the greenway
- SHA soil conference happening at the Zimm's Farm in October
- Building a tiny house, exposure to Trades
- Strive to become a School of Character, Character.org

## **9. SCHOOL BUSINESS ADMINISTRATOR'S REPORT**

### 9.1 Comments from School Business Administrator

Emily Sanders:

- Audit results are due to the state by October 15th

## **10. ADMINISTRATOR'S REPORT**

### 10.1 Administrator's Reports

-None

## **11. NEW BOARD ACTIONS - LEAVES / RESIGNATIONS**

### 11.1 Brandon Webb - Resignation

A motion to accept the resignation of Brandon Webb, as Custodial Worker, effective September 15, 2023.

Motion by Emily Marpe, second by Timothy Stratton Jr.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

## **12. NEW BOARD ACTIONS - APPOINTMENTS**

### 12.1 Approval of Appointments

\*\*Jackie Houghton\*\*disclosure of any conflict of interest

The use of a consent agenda permits the Board of Education to make more effective use of its time by adopting a single motion to cover those relatively routine matters which are included. Any member of the Board who wishes to discuss a particular piece of business on the consent agenda may request that item to be transferred to the regular agenda for consideration and a separate vote. • A motion to approve by Consent Vote, items #12.2 through #12.9.

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**12.2 Mark Hunt- Bus Driver**

to approve the appointment of Mark Hunt as a school bus driver, effective August 30, 2023, at a rate of \$22.95 per hour, 5 hours per day. Mr. Hunt has fulfilled all NYS DMV requirements. (Vice: P. Kelly).

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**12.3 Sarah Cannavan- Teacher Aide**

to approve the appointment of Sarah Cannavan as a Teacher Aide / School Bus Attendant, effective September 5, 2023, at a step 1 rate. Pending clearance with NYSED. (vice: M. Bushner).

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**12.4 Lauryn Brenenstuhl - Teacher Aide**

to approve the appointment of Lauryn Brenenstuhl as a Teacher Aide / School Bus Attendant, effective September 5, 2023, at a step 1 rate. Pending clearance with NYSED. (vice: A. Senecal).

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

12.5 Volunteers - 2023-24 school year  
to approve the following Volunteers for the 2023-24 school year:  
\*\*Jackie Houghton\*\*disclosure of any conflict of interest  
- Nicholas Houghton - Boys JV Soccer  
Motion by Emily Marpe, second by Bridget Foster.  
Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster  
Final Resolution: Motion Carries

12.6 Extra-Curricular 2023-2024  
to approve the appointment of the following extra-curricular positions for the 2023-24  
school year per the HFTA contract as follows:

Tutoring:

Ryan Hand  
Heather Schmidt  
Kimberly Davidson

Clubs & Advisors:

Chelsea Stevens - MS Student Council Advisor  
Eliza Bouplon - MS Ski Club

Grade level Coordinators:

Stacy Fallova - Kindergarten

AT Coordinator:

Holly Grogan - Middle School

Elementary Parent Pick-up:

Myssi Gardner  
Sarah Bushey  
Eliza Bouplon - Substitute  
Denise Bardin - Substitute

Chaperoning:

Angie Wright - Dances / Plays / Concerts  
Ayla Senecal - Dances / Plays / Concerts / Athletic / Proms / Formals

Weight Room Supervision (after school):

- Desirae Collins

- Jacob Trinkle
- Deb Kapron
- Liana Garry
- Noreen MCauliffe (Substitute)

Lunch Detention:

John Jennings- 5th period

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**12.7 Deborah Bartimoccia - Substitute Bus Driver**

to approve the appointment of Deborah Bartimoccia as a substitute school bus driver, effective August 30, 2023, at a rate of \$22.95 per hour. Ms. Bartimoccia has met all NYS DMV requirements.

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**12.8 Courtney Sherman- Substitute Food Service Helper**

to approve the appointment of Courtney Sherman as a substitute food service helper, at a rate of \$14.79 per hour effective September 13, 2023. Pending clearance by NYSED.

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**12.9 Brandon Webb - Building Mechanic**

to approve the appointment of Brandon Webb as a Building Mechanic, to a 1-year probationary appointment, effective September 16, 2023, at a step 7.

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**13. NEW BOARD ACTIONS - MISCELLANEOUS**

**13.1 Approval of Miscellaneous Items by Consent Vote**

The use of a consent agenda permits the Board of Education to make more effective use of its time by adopting a single motion to cover those relatively routine matters which are included. Any member of the Board who wishes to discuss a particular piece of business on the consent agenda may request that item to be transferred to the regular agenda for consideration and a separate vote.

- A motion to approve by Consent Vote, items #13.2 through #13.8.

Motion by Emily Marpe, second by Timothy Stratton Jr.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**13.2 Excess Books**

to approve to excess expired books per the attached list.

Motion by Emily Marpe, second by Timothy Stratton Jr.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**13.3 Excess Equipment**

to approve to excess equipment per the attached list.

Motion by Emily Marpe, second by Timothy Stratton Jr.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**13.4 MOAs – HFTA**

to accept the following MOAs for the HFTA contract:

- Teaching Load and Hours, Section , 4. Additional Teaching Load
- Elementary Parent Pick-up Coverage
- Extracurricular stipends, Article 14, section 1, Work Room

Motion by Emily Marpe, second by Timothy Stratton Jr.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

13.5 Principal Lead Evaluator Certification - Patrick Dailey  
to approve the following resolution:

WHEREAS, the Board of Education has been provided evidence that Patrick Dailey has completed training which meets the requirements of the Regents rules for certification as a Principal Lead Evaluator, therefore,

BE IT RESOLVED, that upon recommendation of the Superintendent of Schools, Patrick Dailey, be certified as a Principal Lead Evaluator in accordance with NYCRR 30-2-9.

Motion by Emily Marpe, second by Timothy Stratton Jr.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster  
Final Resolution: Motion Carries

13.6 Claims Auditors Checklist  
to accept the Claims Auditors Checklist as attached.

<b><u>Warrant #</u></b>	<b><u>Fund</u></b>	<b><u>Check #</u></b>
13	General	21241 to 21331
13	Capital	359 to 363
13	Special Aid	743 to 745
13	School Lunch	2077
14	General	21332 to 21334
15	Special Aid	746
15	School Lunch	2078
15	General	21335 to 21339
16	Capital	364 to 366
16	General	21340 to 21354
17	General	21355 to 21357
19	General	21358 to 21400
19	School Lunch	2079 to 2081
19	Special Aid	747 to 750
20	Misc. Rev - Prize	1676 to 1677
21	Misc. Rev - Student Deposit	92 to 93
21	Capital	367 to 368

21	Special Aid	751 to 752
21	General	21401 to 21427
23	Special Aid	753
23	School Lunch	2082
23	General	21428 to 21432
24	Special Aid	754
24	General	21433 to 21435
25	Capital	369
25	Special Aid	755
25	School Lunch	2083 to 2090
25	General	21436 to 21460
27	General	21461 to 21467
27	School Lunch	2091
27	Special Aid	756
28	Capital	370 to 374

Motion by Emily Marpe, second by Timothy Stratton Jr.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster  
 Final Resolution: Motion Carries

### 13.7 Change orders for Hoosick Falls Project

to approve the following change orders for the Hoosick Falls Central School 2019 Capital Renovation Project #49-05-01-06-0-001-016:

Company	Change Order #	Increase/(Decrease)
DiGesare Mechanical Inc	1	\$ 34,469.81
DiGesare Mechanical Inc	2	\$ 35,022.23
DiGesare Mechanical Inc	3	\$ 34,739.73
DiGesare Mechanical Inc	4	\$ 27,120.62
DiGesare Mechanical Inc	5	\$ 34,157.50
RMB Mechanical Inc	4	\$ (19,810.90)

Motion by Emily Marpe, second by Timothy Stratton Jr.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster  
 Final Resolution: Motion Carries

**13.8 Change orders for Hoosick Falls Project**

to approve the following change orders for the Hoosick Falls Central School 2019 Capital Renovation Project #49-05-01-06-0-001-017:

Company	Change Order #	Increase/(Decrease)
U.W. Marx Inc	1	\$155,000.00

Motion by Emily Marpe, second by Timothy Stratton Jr.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster  
Final Resolution: Motion Carries

**14. CSE RECOMMENDATIONS**

**14.1 CSE Services Report**

A motion to approve appropriate Special Education Programs and services to be provided to students with disabilities as recommended by the Committee on Special Education.

Motion by Bridget Foster, second by Emily Marpe.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster  
Final Resolution: Motion Carries

**15. COMMITTEES**

**15.1 Facilities Green: B. Foster, Chair; J. Case, J. Patire**

- Hoping to have Phase I and Phase II of the project wrapping up soon

**15.2 Audit & Finance: J. Patire, Chair; B. Keegan, J. Houghton**

-We just had audit review, we received the highest level of assurance

**15.3 Policy Committee: E. Marpe, Chair; J. Case, T. Stratton Jr.**

- Planning next meeting

**16. BOARD CORRESPONDENCE**

-None

**17. 2nd PUBLIC COMMENT SESSION**

17.1 Public Comments (NO executive session topics and may be limited to 3 minutes.)

Started @ 6:43PM

- None

Ended @ 6:43PM

**18. FUTURE BOARD TOPICS**

-None

**19. FUTURE MEETING DATES**

19.1 Subsequent Meeting Dates

-The Board of Education will hold a Regular Board Meeting on October 19, 2023 @ 6:00 PM.

**20. EXECUTIVE SESSION**

20.1 Go into Executive Session @ 6:48PM

To go into Executive Session to discuss specific personnel and contract negotiations.

The Board authorizes Patrick Dailey to join.

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**20.2 Return to Regular Session**

A motion to return to regular session @ 7:38 PM.

Motion by Emily Marpe, second by Bridget Foster.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries

**21. CLOSING OF MEETING**

**21.1 Adjournment**

A motion to adjourn the meeting @ 7:38PM PM.

Motion by Bridget Foster, second by Emily Marpe.

Ayes: Brian Keegan, Timothy Stratton Jr, Jackie Houghton, Emily Marpe, Bridget Foster

Final Resolution: Motion Carries