

The Regular Board Meeting of Minerva Central School Board of Education held on August 21, 2025 was called to order by President Nellie R. Halloran at 6:32 pm.

Present: Nichole Griffen, Nellie R. Halloran, Hayley Killon, Jessica West, Candice Husson, Cortney McCauliffe, Eric McCauliffe and Lynn Green.

Absent: Ron Sanalistro

1 Staff Member

1 Community Member

Motion by Mrs. West seconded by Mrs. Griffen to enter into Executive Session at 6:33 pm.

Carried 3-0

Motion by Mrs. West seconded by Mrs. Griffen to exit Executive Session at 6:45 pm. Carried 4-0

Public Comment – Paula Taylor Asked about the back to school parade.

Superintendent Report – Mrs. Husson reported on: Personnel set for the year, capital project moving forward on schedule, bathrooms, gym floor, summer enrichment, (Mrs. McCauliffe reported the audit went smoothly all issues fixed), Donation from Justine Freeburn in honor of her father, Crazy 8's grant approval, Exchange student program tuition issue, David McNally land lease for the Jack Alexander outdoor lab, getting the community back in the building, Back to School BBQ events including; PTO and Historical Society, games, scavenger hunt and music, Natasha West setting up the Lois Yandon scholarship, Coaches /Coaches assistant contracts board approval from both boards, staff day, invited board to staff day, and the back to school parade.

Curriculum and Instruction – Mr. McCauliffe reported on: NYS cell phone policy, showed new cell phone boxes, incorporation of character traits with high school as well as elementary, locker room use, grants for bleachers, assembly's on first day of school.

Mrs. Griffen asked about contacting parents if bussing issues with cellphone policy. Mrs. Husson replied the use of phone in main office, parent square and Facebook will be used to reach parents when needed.

Cortney McCauliffe reported on: the new stove, walk in cooler and freezer repair, cafeteria services with training on the new system, US food and Glens Falls Produce vendors, new lunch system, financial side and efficiency, Approval for the 3rd year of fresh fruit program, money market account pros and cons.

Motion by Mrs. West seconded by Mrs. Griffen to approve the Reorganization Meeting minutes of July 10, 2025.

Carried 4-0

Motion by Mrs. Killon seconded by Mrs. West to approve the Regular Meeting minutes of July 10, 2025.

Carried 4-0

Motion by Mrs. Griffen seconded by Mrs. West to approve Special Board minutes of July 28, 2025.

Carried 4-0

Motion by Mrs. West seconded by Mrs. Griffen to approve Financial Reports/ Treasure's Items: a. Treasure's Report, b. Warrant #4 for \$411,387.85, c. Warrant #26, d. Budget Status – General Fund, e. Revenue Status-General Fund, f. 2024-2025 Budget and Revenue, g. Extra Classroom Report.

Carried 4-0

Motion by Mrs. West seconded by Mrs. Griffen to approve Policy 5685 – Maximum Temperature for School Buildings and Indoor Facilities.

Carried 4-0

Correspondence: Letter of request for Out-of-District Tuition from R. Clark.

Motion by Mrs. Killon seconded by Mrs. West to approve New Business Items a-e, Items g-q with Item f tabled:

- a. Action to set the School Tax rate for 2025-2026.
- b. Action to approve the 2025-2026 Tax Warrant.
- c. Action to approve the 2025-2026 District-Wide School Safety Plan
- d. Action to approve the 2025-2026 Building-Level Emergency Response Plan
- e. Action to approve the 2025-2026 Student-Parent Handbook
- f. Action to approve the 2025-2026 Johnsburg-Minerva Athletic Handbook – (ACTION TABLED)
- g. Action to approve Policy 5685- Maximum Temperature for School Buildings and Indoor Facilities
- h. Action to approve the request for out-of-district tuition for the 2025-2026 school year:
Rosemary and Forest Clark.
- i. Action to approve the Memorandum of Agreement between Minerva Central School and the Minerva Teacher's Association regarding the part time appointment of a Spanish Teacher.
- j. Action to approve the 24-25 budget transfer requests.
- k. Action to approve the updated Substitute List.
- l. Action to approve the following extracurricular appointments:
 - I. Faith Gaddis Elementary Soccer Coach
 - II. Ashley Christian Elementary Basketball
 - III. Matthew Brown Kids on the Run
 - IV. Lizbeth Ordway Athletic Director
 - V. Kathleen Riley Technology Fund
 - VI. Katherine Smith Theatrical Advisor/Drama Club
 - VII. Katherine Smith Class of 2029
 - VIII. Ellen Bosan Class of 2028
 - IX. Amy Gosselin Mentor
- m. Action to recognize the following Johnsburg Fall Volunteer Appointments:
 - I. Boys Varsity Soccer Scorekeeper- Peter Olesheski
- n. Action to approve the following annual stipends for the 2025-2026 school year:
 - I. Internal claims - \$750
 - II. District clerk - \$2500
 - III. Census enumerator - \$800
 - IV. Tax collector - \$4500
- o. Action to appoint Amber Mulligan as Assistant Cook/manager for the 2025-2026 school year.
- p. Action to appoint Edith Leveille as Lead Worker- Night Shift for the 2025-2026 school year.
- q. Action to approve the District Wide Safety Team for 2025-2026- Nellie Halloran, Candice Husson, Teacher Union Member, PTO Member, Teresa Brannon- Strohmeyer, Lynn Green, Matthew Dupay, Kenneth Smith.

Carried 4-0

Motion by Mrs. West seconded by Mrs. Griffen to approve the recommendations from the Committee on Special Education. Carried 4-0

Open Session – Public: Mrs. Griffen thanked Lynn Green for her time and help at the Minerva Day Breakfast for the 10th grade class.

Motion by Mrs. West seconded by Mrs. Griffen to adjourn meeting at 7:56 pm. Carried 4-0

Lynn Green
District Clerk
9-2-2025