

**HADLEY- LUZERNE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR
March 10, 2025
STUART M. TOWNSEND ES LGI 6:30 pm**

MINUTES

1. CALL TO ORDER – Present: Mr.Moulton, Mr.Novotarski, Mr.Weiss, Mrs.Graham, Mr. Hunt

2. PLEDGE OF ALLEGIANCE

3. CORRESPONDENCE

4. PRESENTATION/DISCUSSION/ADMINISTRATIVE COMMENTS

Budget Update – Michelle Taylor presented the budget priorities for 2025-26 and reported preliminary budget figures.

5. OLD BUSINESS (ACTION) (PA)

A. Board Meeting Minutes

Resolution #129

Recommended by the Superintendent, to approve the February 10, 2025 regular/committee meeting minutes.

Motion by Mr. Weiss Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain:0

B. WSWHE BOCES Cooperative Purchasing Program Agreement

Resolution #130

As Recommended by the Superintendent - BE IT RESOLVED, the Board of Education of the Hadley-Luzerne Central School hereby authorizes District participation in the Cooperative Purchasing Program coordinated by Washington-Saratoga-Warren-Hamilton-Essex Counties BOCES for the 2025-2026 school year for the following commodities: Milk, Ice cream, Bread & Bread Products, Meat- Canned/Frozen, Produce, Geographic Preference Produce & Meat,USDA Commodity-Fee for Service, Copy Paper/Envelopes, Custodial Paper Products, Cafeteria Paper Products. The Board directs the Cafeteria Manager through the Superintendent to coordinate the participation in the program and the clerk to sign the resolution.

Motion by Mr. Novotarski Seconded by Mr. Weiss

Yes: 5 No: 0 Abstain:0

C. Educational Data Agreement

Resolution #131

As recommended by the Superintendent - BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne Central School hereby approves the agreement between the district and Educational Data Services, Inc. effective July 1, 2025 to June 30, 2026 and directs the superintendent to execute the agreement.

Motion by Mr. Hunt Seconded by Mrs. Graham

Yes: 5 No: 0 Abstain:0

6. **NEW BUSINESS** (ACTION) (PA)

A. Academic Calendar for 2025-2026

Resolution #132

As recommended by the Superintendent to approve the academic calendar for the 2025-2026 school year.

Motion by Mrs. Graham Seconded by Mr. Hunt

Yes: 5 No: 0 Abstain:0

B. Approve Call to Vote and Annual Legal Ad for the Budget Vote and Election

Resolution: #133

TO THE QUALIFIED VOTERS OF THE HADLEY- LUZERNE CENTRAL SCHOOL DISTRICT

LEGAL NOTICE OF PUBLIC HEARING, BUDGET VOTE AND ELECTIONS NOTICE IS HEREBY GIVEN, that a Public Hearing of the qualified voters of the Hadley-Luzerne Central School District will be held at the Large Group Instructional Room of the Stuart M. Townsend Elementary School, 27 Hyland Drive Lake Luzerne, New York, on Monday, May 12 , 2025 at 6:30 p.m., prevailing time for the presentation of the proposed 2025-2026 Budget. The budget will be available for review beginning May 5, 2025 at the Hadley-Luzerne Central School District Offices, 27 Hyland Drive Lake Luzerne, New York and posted on the website maintained by the school district www.hlcs.org.

AND NOTICE IS HEREBY GIVEN, that the annual meeting of the qualified voters of the Hadley- Luzerne Central School District, will be held on Tuesday, May 20, 2025 between the hours of 12:00 noon and 8:00 p.m., prevailing time, at the Stuart M. Townsend Elementary School, 27 Hyland Drive, Lake Luzerne, New York, at which time the polls will be opened to voting by machine and/or ballot on the following items:

1. To elect two (2) members to the Hadley-Luzerne Central School District Board of Education, at large, each to a three (3) year term, commencing on July 1, 2025 and expiring on June 30, 2028. The Hadley-Luzerne Central School Board of Education member incumbents are Greg Novotarski and Bruce Weiss, whose terms expire on June 30, 2025.
2. To elect two (2) members to the Board of Trustees of the Rockwell Falls Public Library, at large, to three (3) year terms, commencing on July 1, 2025 and expiring on June 30, 2028 due to their expired terms of Ted Mirczak and Margaret Hartley.
3. To adopt the annual budget of the Hadley Luzerne Central School District for the fiscal year 2025-2026 and to authorize the requisite portion therefore to be raised by taxation on the taxable property of the District.
4. To adopt the following proposition(s):

PROPOSITION I – PURCHASE OF THREE (3) SCHOOL BUSES

RESOLVED, that the Board of Education is hereby authorized to acquire three (3) 66 passenger diesel school buses at a maximum estimated cost not to exceed \$627,868 which is estimated to be the maximum cost thereof, to expend such sum for such purpose, levy the necessary tax therefore taking into account state aid received, 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 in anticipation of the collection of such tax, issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$627,868 and levy a tax to pay the interest on such obligations when due.

PROPOSITION II – PURCHASE OF ONE (1) HEAVY DUTY WORK TRUCK

RESOLVED, that the Board of Education is hereby authorized to acquire one (1) heavy duty truck from the NY Office of General Services at a maximum estimated cost of approximately \$75,000 and to expend such sum for such

purpose and to levy the necessary tax therefore taking into account state aid received, 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 in anticipation of the collection of such tax, issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$75,000 and to levy a tax to pay the interest on such obligations when due.

5. To transact such other business as may properly come before the meeting pursuant to the Education Law of the State of New York.

AND FURTHER NOTICE IS HEREBY GIVEN, that a copy of the statement of the amount of money which will be required to fund the School District's budget for the 2025-2026 school year, exclusive of public monies, may be obtained by any resident of the District during the fourteen (14) days immediately preceding the Annual Meeting except Saturdays and Sundays or holidays, at District school buildings during business hours of 8:00 am and 3:00 pm , prevailing time and also at said Annual District Meeting. Copies shall also be posted on the website maintained by the District (www.hlcs.org).

The election and budget vote shall be by machine and/or ballot. 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.

AND FURTHER NOTICE IS HEREBY GIVEN, that petitions nominating a candidate for the office of member of the Board of Education of the Hadley-Luzerne Central School District to fill two (2) expired terms for three (3) years, must be filed with the Hadley Luzerne School District Clerk at the Superintendent's office, not later than April 21, 2025 between 9:00 a.m. and 5:00 p.m. Each petition must be directed to the District Clerk, must be signed by at least 25 qualified voters of the District or 2% of the registered voters of the District who voted in the previous annual election, whichever is greater and must state the name and residence of the candidate that shall fill the vacancy "At Large". Nominating petitions may be obtained at the Office of District Clerk, Stuart M. Townsend Elementary School, 27 Hyland Drive, Lake Luzerne, during regular school hours.

AND FURTHER NOTICE IS HEREBY GIVEN, that petitions nominating a candidate for the office of member of the Board of Trustees of the Rockwell Falls Public Library to fill two (2) expired terms, expiring on June 30, 2025 must be filed with the Hadley Luzerne School District Clerk at the Superintendent's office, not later than April 21, 2025 between 9:00 a.m. and 5:00 p.m. Each petition must be directed to the District Clerk, must be signed by at least 25 qualified voters of the District or 2% of the registered voters of the District who voted in the previous annual election, whichever is greater and must state the name and residence of the candidate that shall fill the vacancy "At Large". The two candidates who receive the highest total number of votes cast in their favor shall fill the (3) three-year terms ending in 2028. Nominating petitions may be obtained at the Office of District Clerk, Stuart M. Townsend Elementary School, 27 Hyland Drive, Lake Luzerne, during regular school hours.

AND FURTHER NOTICE IS HEREBY GIVEN that applications for early mail and absentee ballots will be obtainable and are returnable no earlier than April 20, 2025 between the hours of 8:00 a.m. and 3:00 p.m. Monday through Friday, except holidays, from the District Clerk. Completed applications for early mail and absentee 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, May 13, 2025; or the day before the election, if the ballot is to be delivered personally to the voter, May 19, 2025. Early mail and absentee ballots must be received by the District Clerk no later than 5:00 p.m. on May 20, 2025.

AND FURTHER NOTICE IS HEREBY GIVEN, a list of all persons to whom early mail ballots, absentee ballots and military ballots have been issued will be available in the office of the District Clerk at the Stuart M. Townsend Elementary School, on each of the five days prior to the day of the election, except Sunday, May 18, 2025, and only by appointment on Saturday, May 17, 2025, and will be available at the poll on the day of the election. Any qualified voter may challenge the acceptance of the ballot of any person on such list, by making his/her challenge and reasons therefore known to the Chief Inspector of Election before the close of the polls. A challenge against an early mail ballot cannot be based on the reason that the voter should have obtained or applied for an absentee ballot.

AND FURTHER NOTICE IS HEREBY GIVEN, The Education Law makes special provisions for absentee voting by “permanently disabled” voters of the District and any questions regarding these rights should be directed to the Clerk of the Board. The Education Law also makes special provisions for absentee voting for “military” voters of the District. Specifically, the law provides a unique procedure for “military ballots” in school district votes. Whereas early mail and absentee ballot applications and early mail and absentee ballots must be received by the voter by mail or in person, a military voter may elect to receive his/her absentee ballot application and absentee ballot by mail, email or facsimile. The military voter must, however, return his/her original military ballot application and military ballot by mail or in person. The Clerk of the Board shall transmit the military voter’s military ballot in accordance with the military voter’s preferred method of transmission not later than 25 days before the vote, April 25, 2025. The Clerk of the Board must then receive the military voter’s military ballot by mail or in person not later than 5:00 p.m. on the day of the vote

AND FURTHER NOTICE IS HEREBY GIVEN, that military voters who are qualified voters of the Hadley-Luzerne Central School District, must request an application for a military absentee ballot from the District Clerk and return such military absentee ballot application to the District Clerk by mail to Hadley-Luzerne Central School District Clerk, P.O Box 200, 27 Hyland Drive, Lake Luzerne, NY 12846. In order for a military voter to be issued a military absentee ballot, a valid military absentee ballot application must be received in the office of the District Clerk at least seven (7) days before the election if the ballot is to be mailed to the voter, or the day before the election if the ballot is to be delivered personally to the voter. Military absentee ballot applications received in accordance with the foregoing will be processed in the same manner as a non-military absentee ballot application under Section 2018-a of the Education Law. The application for military absentee ballot may include the military voter’s preference for receipt of the military absentee ballot by mail, fax, or email. A military voter’s military absentee ballot must be returned by mail to the office of the Hadley-Luzerne Central School District Clerk, P.O Box 200, 27 Hyland Drive, Lake Luzerne, NY 12846. Military absentee ballots will be canvassed if they are received by the District Clerk not later than 5:00 p.m. on Tuesday, May 20, 2025.

AND FURTHER NOTICE IS HEREBY GIVEN, that military voters who are not currently registered should visit <https://www.dmv.ny.gov/more-info/electronic-voter-registration-application> in order to do so online or military voters may apply to personally register as a qualified voter of the school district by requesting a Military Voter Personal Registration from the HLCS District Clerk and return such military voter registration to the District Clerk by email visscherm@hlcs.org or fax sent to (518) 734-0726.

AND FURTHER NOTICE IS GIVEN, that personal registration of voters is required pursuant to Section 2014 of the Education Law. If a voter has already registered pursuant to Section 2014 of the Education Law; 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 election; 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 election. All other persons who wish to vote must register. District residents may register with Warren or Saratoga County Board of Elections or apply to personally register as a qualified voter of the school district by completing a Personal Voter Registration Card with the District Clerk at 27 Hyland Drive, Lake Luzerne by May 13, 2025, by calling (518) 696-2378 Ext. 1108.

The Board of Registration will meet for the purpose of registering all qualified voters of the District pursuant to Education Law at the District Office, Stuart M. Townsend Elementary School, 27 Hyland Drive on May 13, 2025 between the hours of 12:00 pm and 3:00 pm to add any additional names to the Register to be used at the aforesaid election, at which time any person will be entitled to have his or her name placed on the Register, provided that at such meeting of the Board of Registration, the prospective voter is known or proven to the satisfaction of the Board of Registration to be then or thereafter entitled to vote at such election for which the register is prepared. The Register so prepared pursuant to Section 2014 of the Education Law shall be filed in the Office of the District Clerk and will be open for inspection by any qualified voter of the District, on each of five days prior to the day of the election, except Sunday, May 18, 2025, between the hours of 8:00 a.m. to 3:30 p.m., prevailing time and by appointment on Saturday, May 17, 2025, and at the polling place on the day of the vote.

AND FURTHER NOTICE IS HEREBY GIVEN that pursuant to Section 2014 of the Education Law of the State of New York, the Board of Registration will meet May 13, 2025, 12:00 pm -3:00 pm, prevailing time, at the Stuart M. Townsend Elementary School in the Town of Lake Luzerne, Warren County, New York, to prepare the Register of the School District to be used at any special district meetings that may be held after the preparation of said Register, or placed on such Register provided that at such meeting of said Board of Registration he/she is known or proven to the satisfaction of such Board of Registration to be then or thereafter entitled to vote at the school election for which said Register is prepared, or any special district meeting held after May 20, 2025.

AND FURTHER NOTICE IS HEREBY GIVEN, that pursuant to a rule adopted by the Board of Education in accordance with Sections 2035 and 2008 of the Education law, any referenda or propositions to amend the budget, or otherwise to be submitted for voting at said vote and election, must be filed with the Board of Education at the Hadley-Luzerne Central School District on or before April 21, 2025 at 5:00 p.m., prevailing time; must be typed or printed in the English language; must be directed to the Clerk of the School District; must be signed by fifty (50) qualified voters, or 5% of the registered voters of the District who voted in the previous annual election of Board members, whichever is greater; and must state the name and residence of each signer. However, the School Board will not entertain or place before the voters any proposition if its purpose is beyond the power of the voters or is illegal, or any proposition requiring the expenditure of moneys which fails to include specific appropriations for all such expenditures required by the proposition.

AND FURTHER NOTICE IS HEREBY GIVEN that the qualified voters of the School District shall be entitled to vote in said annual vote and election. 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 annual vote and election. The School District may require all persons offering to vote at the budget vote and election to provide one form of proof of residency pursuant to Education Law section 2018-c. Such form may include a driver's license, a nondriver identification card, a redacted tax return or any identification containing the person's physical address. 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.

Motion by Mr. Weiss Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain:0

C. RIC One Risk Operations Center Agreement

Resolution #134

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School
Hereby approves the agreement between the District and RIC One Risk Operations Center (the ROC)
for the purpose of improving vendor management and data security and privacy practices.

Motion by Mr. Novotarski Seconded by Mr. Weiss

Yes: 5 No: 0 Abstain:0

D. Corinth Central School District Shared Services Agreement

Resolution #135

As recommended by the superintendent - BE IT RESOLVED, by the Board of Education of the
Hadley-Luzerne Central School to approve the agreement dated January 6, 2025 for the balance of the
school year between the district and Corinth Central School District for the purpose of providing
educational services to one (1) student at a tuition fee of \$23,491.20.

Motion by Mr. Hunt Seconded by Mr. Graham

Yes: 5 No: 0 Abstain:0

E. **Tri-County Cab Agreement**

Resolution #136

As recommended by the superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School to approve the agreement dated December 12, 2024 for the remainder of the 2024-25 school year between the district and Tri County Cab Inc. for the purpose of providing transportation services to one (1) homeless student.

Motion by Mr. Hunt Seconded by Mrs. Graham

Yes: 5 No: 0 Abstain:0

7. **PERSONNEL** (ACTION) (PA)

A. **RESIGNATIONS/TERMINATIONS/RETIREMENT**

Resolution #137

Debbie Arnold – Food Service Helper

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept with appreciation the resignation for the purpose of retirement from Food Service Helper, Debbie Arnold, effective March 28, 2025.

Anthony Lomenzo – Bus Driver

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept with appreciation the resignation of Bus Driver, Anthony Lomenzo, effective February 28, 2025.

Brittany R. Mosher – Teacher Aide

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept with appreciation the resignation of Teacher Aide, Brittany R. Mosher, effective February 28, 2025.

Kristi-Ann Shippee – Teaching Assistant

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept with appreciation the resignation of Teaching Assistant, Kristi-Ann Shippee, effective March 7, 2025.

Motion by Mr. Weiss Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain:0

B. **APPOINTMENT – HLTA**

Resolution #138

BE IT RESOLVED, by the Hadley-Luzerne School Board of Education to accept the recommendation of the Superintendent to grant Emily Cooke to a 1-year appointment as a part time Occupational Therapist (.2) effective February 24, 2025 and ending on June 30, 2025. Emily's salary will be Step C5 (prorated) as per the HLTA 2024-2025 Salary Schedule as contained in the collective bargaining agreement between the District and the Hadley-Luzerne Teachers' Association and any successor agreement.

Motion by Mr. Weiss Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain:0

C. **APPOINTMENTS – CSEA**

Resolution #139

As recommended by the Superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that the following persons be granted appointment to the positions below pending any clearances.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Salary</u>
Anthony Lomenzo	Sub. Bus Driver	03/03/2025	As per CSEA Contract

Motion by Mr. Novotarski Seconded by Mr. Hunt

Yes: 5 No: 0 Abstain:0

D. APPOINTMENTS – OTHER & EXTRA-CURRICULER (PA)

Resolution #140

As recommended by the Superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that the following persons be granted appointment to the positions below:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Wage</u>	
Kelsey	Zehr	Volunteer Softball Coach	2024-2025	No Compensation
Caeden	Wilson	Volunteer Varsity Tennis Coach	2024-2025	No Compensation
Timothy	Hilker	Volunteer Modified Baseball Coach	2024-2025	No Compensation
Jay	Ellis	Football Coach (Var.)	2025-2026	As per HLTA Contract
Tim	Brown	Cross-Country Varsity Coach	2025-2026	As per HLTA Contract
Jack	Conway	Modified Cross Country Coach	2025-2026	As per HLTA Contract
Jay	Connelly	Golf Coach (Var.)	2025-2026	As per HLTA Contract
Gary	Wilson	Modified Golf	2025-2026	As per HLTA Contract
Robert	Horvath	Boys' Modified Soccer Coach	2025-2026	As per HLTA Contract
Andrea	Palmer	Modified Girls' Soccer	2025-2026	As per HLTA Contract
Kristin	Byrnes	Varsity Volleyball Coach	2025-2026	As per HLTA Contract
Stephanie	Gordon	JV Volleyball Coach	2025-2026	As per HLTA Contract
Alexandria	Carney	Modified Volleyball Coach	2025-2026	As per HLTA Contract
Elizabeth	Lent	Varsity Girls' Soccer Coach	2025-2026	As per HLTA Contract

Motion by Mr. Hunt Seconded by Mrs. Graham

Yes: 5 No: 0 Abstain:0

E. LEAVE OF ABSENCE-HLTA

Resolution #141

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, Hadley-Luzerne School Board hereby approves an unpaid Leave of Absence for Bridget Wiggins beginning approximately May 9, 2025 – June 30, 2025 pursuant to HLTA Agreement Article VII – F. Extended Leave.

Motion by Mrs. Graham Seconded by Mr. Weiss

Yes: 5 No: 0 Abstain:0

8. **SCHEDULE OF BILLS** (ACTION) (PA)

Resolution #142

As recommended by the Superintendent - accept warrants #35 (\$273,158.08), #36 (\$168,285.89), #37 (\$701,542.63)

Motion by Mr. Novotarski Seconded by Mr. Weiss

Yes: 5 No: 0 Abstain:0

9. **DISTRICT TREASURER'S REPORT** (ACTION) (PA)

Resolution #143

As recommended by the Superintendent, for the board of education to accept the January 2025 Treasurer's Report.

Motion by Mr. Weiss Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain:0

10. **CSE/CPSE RECOMMENDATIONS** (ACTION) (PA)

Resolution #144

As recommended by the Superintendent, for the board of education to accept the CSE/CPSE recommendations dated February 26, 2025

Motion by Mr. Novotarski Seconded by Mrs. Graham

Yes: 5 No: 0 Abstain:0

11. **PUBLIC/STUDENT COMMENTS** – Mr. Ovitt reported that an investigation is being conducted regarding an employee complaint. He said that it is a personnel matter and personnel matters cannot be discussed publicly.

Resident Terry Miller requested that the Board have the Business Official look into the accusation of misappropriation of funds and services. He asked that the findings be made public.

Courtney Sheff-Food Service Director spoke about retired cafeteria worker Deb Arnold. She said she has been a long time employee of the District and wanted to acknowledge her and wish her well on her retirement.

12. **ADMINISTRATIVE/BOARD COMMENTS** – Mr. Ovitt thanked the PTSA for the treats today for staff and for all that they do. Mr. Moulton wanted to congratulate Esmerelda Braman on making it to States for wrestling.

13. **ADJOURNMENT** – Mr. Hunt made the motion to adjourn @ 6:42pm. Seconded by Mrs. Graham. Motion carried.

SUBMITTED BY: Mary Visscher, District Clerk