



**Fort Edward Union Free School District  
Regular Meeting of the Board of Education  
September 11, 2023  
Board of Education Minutes**

**Members Present:** Thomas Roche, John Guglielmo, Timothy Clark, Taylor Boucher, Audra Aul

**Members Absent:** Ella Collins

**Others Present:** Richard DeMallie, Keaysie Ferguson, Greg Weeks, Erin Russo, Joyce Long, Christopher Rayder, Katlyn Singleton, Jessica Smatko

- I. Call to Order and Pledge of Allegiance** - Time 6:33pm  
John Guglielmo requested a moment of silence for the victims of September 11, 2001.
- II. Recognition of Successes** - None
- III. Special Recognitions**
  - A. PTO - Donation of playground deck box
  - B. Nemer Motor Group and Tri-County United Way - Donation of school supplies
- IV. Community Comments** - None
- V. Presentations**
  - A. Jessica Smatko - Summer Academy
    1. New this year as a result of parent, teacher, staff and student surveys
      - a) Incorporation of new weekly themes (Robots and Ocean Explorers)
      - b) Improved registration process with QR Codes
      - c) Updated absence tracking and follow up system
      - d) Creation of student progress reports
      - e) Additional technology program added (grades 7 & 8)
      - f) More mystery guests
    2. Facts and figures
      - a) 81% overall program daily attendance
      - b) 6 student = average class size for small group instruction
      - c) 74 students = total number registered as of 7/5/23
      - d) 1 out of 3 students achieved program perfect attendance
        - (1) K-6 = 20 students
        - (2) 7/8 = 5 students
      - e) 100% maintained ELA and math skills
      - f) 100% of students surveyed said that they liked coming to Summer Academy and felt it was helpful
      - g) K-8 88% showed growth in ELA skills = up from 72% in 2022
      - h) K-8 96% showed growth in math skills = up from 85% in 2022
      - i) 20,205 minutes of reading completed K-6 during Summer Academy in conjunction with Fort Edward Free Library and their Summer Reading Program
    3. K-6 Data
      - a) 100% maintained learning levels in math and 98% growth from start to finish



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b) 100% maintained learning levels in reading and 91% growth from start to finish  
4.7&8 Data

- a) 100% maintained learning levels in math and 91% growth from start to finish
- b) 100% maintained learning levels in ELA and 73% growth from start to finish
- c) 100% maintained learning levels in social studies and 78% growth from start to finish
- d) 100% maintained learning levels in technology and 82% growth from start to finish

5.Awards and Prizes

6.Classrooms in Action

- a) Former Fort Edward student/doctor at University of Virginia, Mrs. Kimberly Kelly, visited and did five sessions with students (mostly with 7&8). She also made a connection with Miss Toomey and is hoping to visit during the 2023-24 school year.
- b) Activities included small group reading, vocabulary review, high frequency review and STEM.
- c) Each week students reviewed a word of the week as part of the SEL (social Emotional Learning) portion of our Program
  - (1) Week 1 = Courage
  - (2) Week 2 = Gratitude and Sportsmanship
  - (3) Week 3 = Forgiveness
  - (4) Week 4 Compassion
- d) Grade 7
  - (1) Math
  - (2) TECH
    - (a) Measurement
    - (b) Materials and material processing
    - (c) Robotics / programming
    - (d) Structural Systems
  - (3) Social Studies
  - (4) ELA
- e) Grade 8
  - (1) Math
  - (2) TECH
  - (3) Social Studies
  - (4) ELA

7.Mystery Guest

- a) Week 1 = Ryan Herman
- b) Week 2 = Shawn Weller
- c) Week 3 = Emmalee Stark
- d) Week 4 = Kurt Riley
- e) Week 4 = Dr. Kimberly Kelly

8.Surveys



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9. End of Program Celebrations

10. Coordinator Notes of Things to Improve on

11. Special Thank You

- a) The Summer Academy Team
- b) Joy Glass and the cafeteria crew
- c) Lecia Carpenter, Tobie Bessette, Michele Sherwood
- d) Custodial and maintenance crew
- e) Broadway Lanes
- f) The Glens Falls Hospital (Lauralee Tucker and Elizabeth Hoffman)
- g) Vicki Plude and The Fort Edward Free Library
- h) Jmaes Donahue and the Fort Edward Recreation Department/Lifeguard Staff
- i) Mystery Readers/Guests: Ryan Herman, Shawn Weller, Emmalee Stark, Kurt Riley and Dr. Kimberly Kelly
- j) Mrs. Russo, Mrs. Long and Dr. DeMallie

John Guglielmo commented that this program is unbelievably impressive.

**VI. Reports:**

**A. Board Committee Reports (9 Board Committees)**

1. Budget, Finance and Audit Committee

a) Met tonight

(1) Audit is not on time for the October 15th date but will be within the November 15th grace period

(2) We are in good financial standing

2. Personnel, Grievance and Negotiations Committee

a) Looking to schedule 9/13 or 9/27 at 6pm to discuss contractual items and to begin developing an organizational chart with staff numbers

3. Curriculum and Instruction Committee

4. Policy Review Committee

5. Athletic Committee

a) Audra Aul volunteered to join this committee

b) Scheduled for 10/2 at 6:00pm to begin discussing winter sports

6. Strategic Planning Committee

7. Health & Safety of Buildings & Grounds

8. Capital Project Committee

a) Next is scheduled for 9/26/23 at 6:00pm

**B. Superintendent Report**

1. Increased cyber security = Sandy Wagner guided the staff on the second Superintendent's Conference Day to change their passwords to fit the new format that is much harder for hackers to crack and informed staff that the two-step multi-factor authentication would be required by October 1st.

2. Posted

a) Spanish Teacher



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- b) School Psychologist
  - c) Aide/TA
  - d) Special Patrol Officer
  - e) Coaching
    - (1) JV Football not filled
    - (2) Girls Varsity Basketball
    - (3) Boys JV Basketball
    - (4) Shot Clock and Scoreboard Operators for the winter
3. Maintenance
- a) Boiler water treatment is going well
  - b) Developed cleaning zones so that if a cleaner is absent, someone can pick up the zone and know where to go
  - c) Annex is completely cleaned out and dumpster has been removed
  - d) Air conditioner for the server room was installed and is up and running
  - e) Greenwood is coming 9/13/23 to begin roof inspections and roof repairs
  - f) Numerous exit signs have been repaired throughout the building (including the ones in the back of the auditorium)
  - g) Working on developing a binder for Safety Data Sheets
  - h) Certificate of Occupancy should be done soon
  - i) Traffic and parking is running smoothly = need to encourage parents drop off a little quicker as they are currently getting out and walking to the door, which can hold things up
4. Thank you to Erin Russo and Jessica Smatko for ironing out the kinks of the new cafeteria layout including working late, getting extra tables and putting up signage for the elementary students
5. Capital Project = have a meeting coming up 9/26/23 at 6pm; still needs to get with Tara Sullivan regarding marketing
6. Sports Numbers - presented by Katlyn Singleton
- a) Football = merged with Hudson Falls
    - (1) Varsity = 5 players
    - (2) JV = 0 players
    - (3) Modified = 9 players
  - b) Soccer = merged with Argyle
    - (1) Varsity = 0 players
    - (2) JV = 0 players
    - (3) Modified = 3 players
  - c) Cross Country = merged with Argyle
    - (1) No players (boys or girls)
  - d) Volleyball
    - (1) Varsity = 11 players
    - (2) JV = 9 players
    - (3) Modified = 12 players
  - e) Golf = merged with Argyle



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(1) 8 in total

- f) Richard DeMallie asked how the season was going so far. Katlyn Singleton responded that football won their game in Week 0, football lost the Jug Game, Varsity Volleyball lost their first game but that many teams did not yet have a game to report on. John Guglielmo asked if the Varsity football players got any playing time. Richard DeMallie responded that he had had conversations with Coach Brayman and that two of the five students are still garnering practices and ineligible to play. Richard Demallie believed that the two who are eligible to play are on all the special teams.

7. NYSERDA Clean Green Initiative = Applied on 8/4/23; cost for initial survey is \$106,000 but if application is accepted, they will cover the cost of the survey. Richard DeMallie will provide updates via his Board of Education update email as they become available.
8. DOT completed study of Broadway crosswalk = now has data to hopefully add a rapid flashing beacon crosswalk. Richard DeMallie thanked John Huggins of the Glens Falls Hospital for his work on this.
9. Richard DeMallie thanked the board member for attending the board retreat as it helps the board be united in the things that they do. Will bring the mission, vision and core values as a discussion item for the October meeting to determine if we are going to do another full retreat meeting or have a workshop for the committee and then bring it to full board that way.
10. Richard DeMallie has been posting things on X (formerly known as Twitter) and encourages everyone to follow the Fort Edward School X account for posts there (these are often brought to Facebook and the website as well).

**C. Building Principal Report**

1. Enrollment = 386 students
2. 97% attendance for first 3 days
3. On Day One we had class meetings with grades 6-12
4. Everyone is talking about and happy with the new cafeteria furniture, already cuts down on the noise
5. Richard DeMallie thanked everyone for minimal complaint to the hot start of the school year

**D. Pupil Services Report**

1. Added a lunchroom library with books and arts and crafts for something to do when they are done with lunch
2. Special Education enrollment has gone down
3. Still working on Stronger Connections Grant with Christopher Rayder

- E. Building Maintenance Report** - Richard DeMallie delivered in the Superintendent's report in Steve Neron's absence

**VII. Discussion Items:**

- A. Board of Education Scholarship = would like to discuss as a board; will be looking to see
- B. Dissolution of certain committees



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1. Curriculum and Instruction = Richard DeMallie would like teachers report to him and the board on programs that they are doing
  2. Strategic Planning = has not met since Richard DeMallie has been Superintendent
  3. Health & Safety of Buildings & Grounds = Richard DeMallie believes that Steve Neron's reports can take the place of this committee
- C. Adopting committee meeting notes = would like to approve committee meeting notes moving forward
- D. AASBA September 21st Meeting = Richard DeMallie was looking to see if any board member could attend; no one accepted the invitation.
- E. Schoolhouse Construction Services = Richard DeMallie wanted to make more clarifying statements in regards to Timothy Clarks question from the 8/23/23 meeting inquiring why/how we chose Schoolhouse Construction Services. Timothy Clark stated that he felt Richard DeMallie's previous response was sufficient.

**VIII. Consent Agenda:**

*Although Board action is required, it is generally unnecessary to hold discussion on these items. With the consent of all members, they are therefore grouped and approval is given in one motion. In the event a Board member wants to discuss any item, it is moved to an appropriate place on the agenda.*

- A. Approve the minutes for the Board Meeting held August 23, 2023.
- B. Approve the Treasurer Reports for July as included in the Board packets.
- C. Approve the Budget Transfers for July as included in the Board packets.
- D. Approve the Warrants and Claims for July as included in the Board packets.

Motion made by Taylor Boucher, seconded by John Guglielmo to approve items A-D. Motion carried 5-0.

**IX. Action:**

Motion made by Timothy Clark, seconded by Taylor Boucher to approve items A-C. Thomas Roche noted that the contract would need to be amended to state that Fort Edward would be providing the testing material as another district was listed. Motion carried 5-0.

- A. Approve the contract between Barbara Fribourg (Consultant Psychologist) and the Fort Edward School effective September 7, 2023 through June 30, 2024.
- B. Approve the contract with Newmeadow for the renewal lease of classroom and office space effective July 1, 2023 through June 30, 2024.
- C. Approve the contract with Newmeadow for the new lease of additional classroom and office space effective September 1, 2023 through June 30, 2024.

**X. Personnel:**

Thomas Roche read the following: *All appointments are subject to change and compensation proration, pending emergency school closing and required reductions in force. All coaching*



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*appointments are made pending completion and verification of all required coaching credentials, with the stipend per FETA contract commensurate with experience and no other salary or benefits. All coaching, extracurricular appointments are subject to reduction and compensation proration, pending final student enrollment numbers, and pending the outcome of any potential mergers and emergency school closings.*

- A. Motion made by Timothy Clark, seconded by Taylor Boucher to accept the letter of resignation from Sarah Tucci, as .4 School Psychologist, effective June 23, 2023. Motion carried 5-0.
- B. Motion made by Audra Aul, seconded by Timothy Clark to accept the letter of resignation from Lisa Corlew, as Student Council Advisor, effective September 7, 2023. Motion carried 5-0.
- C. Motion made by Timothy Clark, seconded by Taylor Boucher to accept the letter of resignation from Kori Dixon, as Aide, effective October 5, 2023. Motion carried 5-0.
- D. Motion made by Timothy Clark, seconded by John Guglielmo to accept the letter of resignation from Jason Matala, as Substitute Bus Driver, effective August 31, 2023. Motion carried 5-0.
- E. Motion made by Timothy Clark, seconded by Audra Aul to appoint Nelson Chase as Mentor, effective September 1, 2023, at a stipend rate of pay of \$1000, as per FETA contract. Motion carried 5-0.
- F. Motion made by John Guglielmo, seconded by Taylor Boucher to appoint Joanna Scotch as Mentor, effective September 1, 2023, at a stipend rate of pay of \$1000, as per FETA contract. Motion carried 5-0.
- G. Motion made by Timothy Clark, seconded by Audra Aul to appoint Nichole Schilling as Mentor, effective September 1, 2023, at a stipend rate of pay of \$1000, as per FETA contract. Motion carried 5-0.
- H. Motion made by Taylor Boucher, seconded by John Guglielmo to appoint Payton Pauquette as Teaching Assistant, effective September 12, 2023, at a rate of \$16.79 per hour, as per the FESS contract. Motion carried 5-0.
- I. Motion made by John Guglielmo, seconded by Timothy Clark to appoint John Walsh as Teaching Assistant, effective September 12, 2023, at a rate of \$16.79 per hour, as per the FESS contract. Motion carried 5-0.
- J. Motion made by Taylor Boucher, seconded by Audra Aul to appoint Justice Smith as Aide, effective September 12, 2023, at a rate of \$15.35 per hour, as per the FESS contract. Motion carried 5-0.
- K. Motion made by John Guglielmo, seconded by Timothy Clark to appoint Susan MacKenzie as Clerk, effective September 28, 2023, at a rate of \$33,512.37, as per the FESS contract. Motion carried 5-0.

**XI. Coaching - None**

**XII. Second Public Comment Period - None**

**XIII. Executive Session**

Motion made by John Guglielmo, seconded by Timothy Clark to enter into Executive Session at 7:23pm. Thomas Roche stated that Board of Education Members and other individuals invited into





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executive session are reminded that all matters discussed during executive session must be kept in strict confidence. Motion carried 5-0.

**XIV. Return to Public Session**

Motion made by John Guglielmo, seconded by Taylor Boucher to return to Public Session at 7:59pm. Motion carried 5-0.

**XV. Adjournment**

Motion made by John Guglielmo, seconded by Taylor Boucher to adjourn the meeting at 8:01pm. Motion carried 5-0.