



**AGENDA
PUBLIC MEETING OF THE BOARD OF EDUCATION
CROWN POINT CENTRAL SCHOOL DISTRICT
REGULAR MONTHLY MEETING
TUESDAY – SEPTEMBER 15, 2026
SCHOOL DISTRICT AUDITORIUM**

ITEM 1: CALL TO ORDER

ITEM 2: PLEDGE OF ALLEGIANCE

ITEM 3: ROLL CALL OF BOARD MEMBERS

ITEM 4: CONSIDERATION OF MINUTES OF PREVIOUS MEETING

A. Regular Meeting – August 18, 2026 – Attached

Recommended Action: "That the Board of Education make any necessary corrections and move the acceptance of the Minutes of the Regular Meeting of August 18, 2026."

ITEM 5: COMMUNICATIONS – School Calendar – Parent Teacher Conference Day Update for 11/23/2026

**ITEM 6: FINANCIAL REPORTS - Vicki Russell, District Treasurer
- Brandy Harrington, Deputy District Treasurer
- Margaret Polihronakis, Claims Auditor**

A. Bank Reconciliations – Attached

Recommended Action: "That the Board of Education receive the following reconciliation reports:"

1. Consolidated Payroll Reconciliation Report
2. Multi-Fund Checking Account
 - a. General Fund (A)
 - b. School Lunch Fund (C)
 - c. Federal Funds (F)
 - d. Capital Funds (H)
 - e. Trust & Agency Account (T)

B. Expenditure Reports - Attached

Recommended Action: "That the Board of Education authorize the following bills for payment:"

- a. General Fund (A)
- b. School Lunch Fund (C)

- c. Federal Funds (F)
- d. Capital Fund (H)
- e. Trust & Agency Account (T)

C. Claims Auditor Report(s) - Attached

Recommended Action: "That the Board of Education receive the Claims Auditors Report(s), as presented."

ITEM 7: SUPERINTENDENT'S REPORT – Tara S. Celotti

A. C.S.E./C.P.S.E. – Chairperson, Tieah Gunnison - Handout

Recommended Action: "That the Board of Education accept the CSE/CPSE recommendations, as presented."

B. Personnel

1. Addition to Substitute List - attached

Recommended Action: "That the Board of Education authorize the addition of the following individual(s) to the 2026-2027 Substitute List:"

- 1. Julie A. Simmons, Substitute Bus Driver

2. Extra-Curricular Positions - Appointments

Recommended Action: "That the Board of Education appoint the following individual(s) to the extra-curricular position(s) listed below, for the 2026-2027 school year, as presented, as follows:"

- 1. Modified Girls Soccer Unpaid Co-Coach – Leeann Rice

3. Side Letter of Agreement with CPTA

Recommended Action: "That the Board of Education authorizes the Additional Assignment Side Letter of Agreement between the following personnel and CPTA, as presented."

- a. Jacqueline Pockett – 1/6th
- b. Elizabeth Ross – 1/6th
- c. Crystal Farrell – 1/6th
- d. Paula LaDeau – 1/6th
- e. Shannen Allan—1/6th
- f. Marijane Stanley – 1/6th
- g. Ryan Jaquish – 1/6th
- h. Erica Carey – 1/12th
- i. Angelo Rodriguez – 1/12th
- j. Drew Malone – 1/12th

4. Appointments

1. Head of Transportation and Maintenance – Robert Primo

Recommended Action: "That the Board of Education appoint Robert Primo as Head of Transportation and Maintenance at a salary of \$61,000, prorated, per contract effective December 1, 2026. In addition, appoint Robert Primo as Full-time Bus Driver effective December 1, 2026, per contract as presented."

2. Head Custodian/Buildings and Grounds – Julie Budwick

Recommended Action: "That the Board of Education appoint Julie Budwick as Head Custodian/Buildings and Grounds at a salary of \$53,000, prorated, per contract effective December 1, 2026, in addition, appoint her as Hazardous Materials Coordinator with a stipend of \$500 annually, as presented."

5. Resignation – Patricia Tourtellot – Bus Driver - attached

Recommended Action: "That the Board of Education accept the resignation of Patricia Tourtellot as Full-Time Bus Driver effective August 28, 2026, as presented."

6. Resignation – Morgan Gadway – Intramural Program - attached

Recommended Action: "That the Board of Education accept the resignation of Morgan Gadway as Intramural Program effective September 4, 2026, as presented."

7. Additional Summer Hours – Drew Malone, Music Teacher

Recommended Action: "That the Board of Education approve Drew Malone, Music Teacher, an additional 10 summer hours at the hourly rate of \$30, as presented."

8. Time Off Without Pay – Jennifer Penny - attached

Recommended Action: "That the Board of Education approve leave without pay for Jennifer Penny for October 9, 2026, as presented."

9. Time Off Without Pay – John Swinton - attached

Recommended Action: "That the Board of Education approve leave without pay for John Swinton for October 9, 2026, as presented."

10. Time Off Without Pay – Karla Vigliotti - attached

Recommended Action: "That the Board of Education approve leave without pay for Karla Vigliotti for November 23, 2026, as presented."

11. Conference Requests – Attached

Recommended Action: "That the Board of Education authorize the following conference request:"

1. Mary Henopp – NYASP Conference 2026, Albany, NY, November 5, 2026, and November 6, 2026, for Professional Development.

12. Building Use Request(s) – Attached

Recommended Action: “That the Board of Education approve the following building use requests:”

1. Marijane Stanley and Betsy Johnson – Crown Point Youth Commission – Soccer Fields (Modified and Varsity) Youth Soccer Games grades 1st -6th – 9/5, 9/26, 10/3, and 10/24/2026, Mornings estimated 9am-Noon, with practices from the end of August through the end of October with varied times
2. Mary Carey – Crown Point Youth Commission – open gym for baseball and softball – 9/19, 9/26, 10/3, 10/17, 10/24, 11/7, 11/14, 11/21, 12/5, and 12/12/2026, 6-8pm

ITEM 8: NEW BUSINESS

A. Restatement of 403(b) Retirement Plan Resolution – attached

Recommended Action: "That the Board of Education adopt a resolution for restatement of 403(b) Retirement Plan, as presented.”

ACTION BY THE GOVERNING BOARD

RESTATEMENT OF 403(b) RETIREMENT PLAN

The undersigned, on behalf of the Governing Board, hereby certifies that at a meeting of the Governing Board of Crown Point CSD (“Employer”), the following resolutions were approved:

WHEREAS, the Employer has maintained the Crown Point CSD (“Plan”) since January 1, 2009 for the benefit of eligible employees; and

WHEREAS, the Employer is restating the above-referenced Plan to comply with 2022 Cumulative List of Changes in Section 403(b) Requirements for 403(b) Pre-approved Plans and to continue to receive the tax benefits of an IRS pre-approved plan.

NOW, THEREFORE, BE IT RESOLVED that the Employer hereby adopts the Crown Point CSD as a complete restatement of the prior Plan, to be effective on January 1, 2026;

RESOLVED FURTHER that the undersigned representative of the Employer is authorized to execute the restated Plan document and authorize the performance of any other actions necessary to implement the adoption of the Plan restatement. The Employer may designate any other authorized person to execute the restated Plan document and perform the necessary actions to adopt the restated Plan. The Employer will maintain a copy of the restated Plan, as approved by the Governing Board, along with a copy of the prior plan, in its files;

The undersigned hereby certifies that he/she is an Authorized Representative of the Employer and that the foregoing is a true record of a resolution duly adopted at a meeting of the Governing Board and that said meeting was held in accordance with state law and the Bylaws of the above-named Employer.

IN WITNESS WHEREOF, I have executed my name below as an Authorized Representative of the Employer.

Authorized Representative

Date

B. Champlain Valley Educational Services (CVES) Hospital Education Authorization Form – Attached

Recommended Action: "That the Board of Education authorize Tara Celotti, Superintendent of Schools to sign the Hospital Education Authorization Form for the 2026-2027 School Year, as presented."

C. NYSSBA Area 6 Director Resolution – Tori Thurston

Recommended Action: "That the Board of Education adopt a resolution to cast it's vote for Tori Thurston for the position of NYSBBA Area 6 Director for a two-year position effective January 1, 2027 – December 31, 2028, as presented."

WHEREAS, the New York State School Boards Association (NYSSBA) has called for the election of an Area 6 Director to serve on the NYSSBA Board of Directors; and

WHEREAS, the CEWW Board of Cooperative Educational Services has reviewed the qualifications of the candidates seeking election to the position of Area 6 Director;

NOW, THEREFORE, BE IT RESOLVED that the Board of Educational hereby casts its vote for Tori Thurston.

_____ Aye _____ Nay

Karla J. Vigliotti, District Clerk

Date

ITEM 9: OLD BUSINESS

- A. Building Project Update
- B. Superintendent Evaluation

ITEM 10: COMMITTEE REPORTS

- A. NYSSBA Legislative Liaison

ITEM 11: POLICIES

- A. Safety Plan-Cardiac Arrest Emergency Response Plan – attached

Recommended Action: "That the Board of Education amend the Safety Plan to include the Cardiac Arrest Emergency Response Plan, as presented."

ITEM 12: PUBLIC COMMENTS/CONCERNS

ITEM 13: ANNOUNCEMENTS FOR THE GOOD OF THE ORDER

- A. Upcoming Meetings/Events
 - 1. September 25, 2026 – Value of the Month 1:30pm
 - 2. October 2, 2026 – Early Dismissal 1:05pm
 - 3. October 12, 2026 – Columbus Day – No School
 - 4. October 20, 2026 – 7:00 P.M. Regular BOE Meeting

ITEM 14: EXECUTIVE SESSION

Recommended Action: “That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented.”

- A. The Employment History of a Particular Person
- B. The Discussions regarding a Particular Student
- C. The Discussions regarding proposed, pending, or current litigation

ITEM 15: ADJOURNMENT