

**VOORHEESVILLE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
November 5, 2007
7:30 p.m.**

1. Meeting Call to Order by President

- 1.1 Evacuation Procedure for Fire Emergency
- 1.2 Roll Call of Trustees by Board of Education President

2. Approval of Minutes

- 2.1 Regular Board of Education Minutes, *October 15, 2007*

3. Visitors and Communication

- 3.1 Additional Items from Superintendent
- 3.2 Opportunity for Students to Address the Board
- 3.3 Opportunity for Public to be Heard (15 Minutes)

4. Action Items

4.1 Treasurer's Reports

4.1.1 Acceptance of Treasurer's Reports

Recommended Action: That the Board of Education accept the Treasurer's Reports as presented in Enclosure Folder.

4.1.2 Acceptance of Warrants / Payrolls

Recommended Action: That the Board of Education accept the following Warrants and Payrolls:

Warrants:

General Fund Warrant #5:	\$ 1,110,547.18
General Fund Warrant #6:	\$ 1,243,935.34
Trust & Agency Warrant #3:	\$ 1,172,352.38
School Lunch Fund Warrant #3:	\$ 34,375.97
Federal Aid Fund Warrant #3:	\$ 40,916.12
Capital Fund Warrant #3:	\$ 1,251,647.82

Payrolls:

Payroll #9:	\$ 430,700.60
Payroll #10:	\$ 448,407.84

4.2 Resignations

Recommended Action: That the Board of Education accept the following resignations:

Dianne Elmendorf, Food Service Helper (*Elementary School – 23 years of service*)
Effective: November 29, 2007
Reason: Retirement

4.3 Food Service Helper Appointments

Recommended Action: That the Board of Education approve the following food service helper appointments effective November 6, 2007.

Anna Mohan, Food Service Helper
Increase in hours: From 2.5 hrs./day to 3.25 hrs./day
Rate of pay: No change

Adele Livingston, Food Service Helper
Hours per day: 1.25 hours per day
Rate of pay: Step 5 of UEV contract - \$10.99 per hour.

Note: Mrs. Livingston is a 2.5 hour per day Cashier in the cafeteria at this same rate of pay

Tasha Deyo, Food Service Helper
Increase in hours: From 4 hrs./day to 5 hrs./day
Rate of pay: No change

Note: This reinstates the one hour loss in Mrs. Deyo’s work day due to reduction in hours September 1, 2007

4.4 Leave Request

Recommended Action: That the Board of Education approve the following request for parental leave:

Kelly Lendrum, Elementary School Teacher (Grade 1)
Leave to commence on or about April 3, 2008, with an expected return to work on September 1, 2008. Mrs. Lendrum requests use of accrued sick time up until her delivery date. She also reserves the right to extend her leave until September 1, 2009, according to Article 8.8.5 of the current VTA contract.

4.5 Extracurricular Appointments: 2007-2008

Recommended Action: That the Board of Education approve the following extracurricular appointments for the 2007-2008 school year:

<u>Michael Guerette</u>	Elementary Drama Club	Year 2 @ ½ Step 2	\$ 505.50
<u>Pam Studler</u>	Elementary Drama Club	Year 2 @ ½ Step 2	\$ 505.50
<u>Karen Finnessey</u>	Helderbarker Advisor	Year 1 @ Step 1	\$ 1,404.00
<u>Nicole Bouvier</u>	Winter Cheerleading	Year 1 @ Step 1	\$ 1,227.00

4.6 Coaching Appointments: 2007-2008

Recommended Action: That the Board of Education approve the following coaching appointments for the 2007-2008 school year:

<u>Mary Catellier</u>	Girls' Freshman Basketball	Year 2 @ Step 7	\$ 2,462.00
<u>Thomas Kurkjian</u>	Boys' Varsity Volleyball	Year 26 @ Step 8	\$ 3,124.00

4.7 Increase in Hours – Teacher Aide

Recommended Action: That the Board of Education approve a permanent increase in daily hours from five (5) hours per day to five and one-quarter (5¼) hours per day for Carol Relyea to supervise students from 8:15 to 8:30 a.m.

Effective: November 6, 2007

4.8 Keyboard Specialist Correction

Recommended Action: That the Board of Education change the appointment of Michelle Bintz from Senior Keyboarding Specialist to Keyboarding Specialist, Step 3 of the UEV contract (\$12.34 per hour), effective November 6, 2007.

4.9 Substitute Teacher Appointments from BOCES Substitute Registry

Recommended Action: That the Board of Education approve substitute teacher appointments for the 2007-2008 school year as presented by the Capital Region BOCES Substitute Registry. See memo dated October 25, 2007 in the enclosure folder.

4.10 CSE Recommendations

Recommended Action: That the Board of Education approve the recommendation by the *Committee on Special Education* as outlined at meetings held on October 9, 2007

The Board designates Superintendent, Linda M. Langevin as signatory for health service contracts related to special education students' IEPs.

4.11 2008 Budget Calendar

Recommended Action: That the Board of Education approve the 2008 budget calendar as proposed in the enclosure folder.

4.12 Request to Waive Fee for Community-Based Bus Trip

Recommended Action: That the Board of Education approve a request from the Transportation Supervisor to waive the fee for the school district to transport children from St. Matthew's Church to the Adirondack Center near Amsterdam, New York, for a retreat.

Drop-off: Friday, January 11, 2008

Pick-up: Sunday, January 13, 2008

4.13 Tax Warrant Adjustments

Recommended Action: That the Board of Education approve the following tax warrant adjustments to amend the tax warrant in the amount of \$15,005,636 to \$15,002,539.68 (a reduction of \$3,096.32).

1. Clerical error by Town of New Scotland Assessor for tax billing year 2007-08

a. Michael Soditi
Basic STAR \$ 646.25 (*does not affect warrant*)

B Martha Oden - Exemption status adjusted
Reduction in School taxes \$ 748.45
Reduction in Library taxes \$ 46.61
TOTAL \$ 795.06 (*reduces warrant*)

2. Small Claims Assessment Review Board decisions for tax billing year 2007-08

a. Lewis and Bonnie Glaser reduction in assessment from \$700,000 to \$560,000
Reduction in School taxes \$ 2,359.20
Reduction in Library taxes \$ 146.95
TOTAL \$ 2,506.15 (*reduces warrant*)

b. Richard and Ellen Whipple increase in assessment from \$645,000 to \$656,250
Increase in School taxes \$ 189.58
Increase in Library taxes \$ 11.81
TOTAL \$ 201.39 (*increases warrant*)

3. Small Claims Adjustment for tax billing year 2006-07

a. Richard and Ellen Whipple decrease in assessment from \$834,630 to \$656,250
Reduction in School taxes \$ 3,593.74
Reduction in Library taxes \$ 220.66
TOTAL \$ 3,814.40 (*does not affect 07-08 warrant*)

* 4. Adjust tax warrant to actual total of bills produced \$ 3.50

4.14 Declaration of Surplus/Obsolete Items

Recommended Action: That the Board of Education declare the following items surplus/obsolete and delegate to the Business Official disposition of said item in a manner consistent with current laws and regulations:

Item

1995 Yard Man Snowblower (does not work)
10 hp, 30" #1F309810250

Kenmore Air Conditioner
Model 580.74259400 – 24000 BTU (does not work)

5. Special Reports

6. Administrative Reports

- 6.1 Elementary School Report, *Kenneth Lein*
- 6.2 High School Report, *Mark Diefendorf*
- 6.3 Middle Level Report, *Theresa Kennedy*
- 6.4 Assistant Superintendent for Business Report, *Sarita Winchell*
- 6.5 Operations, Maintenance, and Transportation Report, *Michael Goyer*
- 6.6 Superintendent's Report, *Linda Langevin*

7. Old Business

- 7.1 Building Project & Facilities Committee: *C. J. Coffin, G. Hubert* (No Report)
- 7.2 Curriculum Committee: *D. Gibson, K. Kroencke, P. Pierce* (No Report)
- 7.3 Planning & Governance Committee: *C. J. Coffin, D. Gibson, T. McKenna* (No Report)
- 7.4 Audit Committee: *D. Gibson, G. Hubert, T. Blow* (No Report)
- 7.5 Negotiations Committee: *C. J. Coffin, K. Kroencke, T. Blow* (No Report)
- 7.6 Evaluation Committee: *D. Gibson, K. Kroencke* (No Report)

8. New Business

- 8.1 Amended Memorandum of Agreement – Michael Goyer
Recommended Action: That the Board of Education approve the amendment to the Memorandum of Agreement between Michael Goyer and the Board of Education approved May 7, 2007 and effective July 1, 2007 as noted in the enclosed document. The enclosure outlines Mr. Goyer's benefits which were not delineated in the May 7, 2007 memorandum. This amendment has been approved by the Voorheesville Administrators' Association.
- 8.2 Grant Disbursement Agreement – EXCEL Aid
Recommended Action: That the Board of Education approve the Grant Disbursement Agreement between the Voorheesville Central School District and the Dormitory Authority of the State of New York for EXCEL Aid of \$409,000, included in the enclosure folder and authorize President David Gibson to sign the agreement. In addition, the Board of Education authorizes Sarita Winchell, Assistant Superintendent for Business, to sign any Grantee's Certificates for requests for payment of EXCEL aid to the Voorheesville Central School District.
- 8.3 Discussion: Operations and Maintenance Plan
 - 8.3.1 Creation of .5 FTE Building & Grounds Maintenance/.5 FTE Custodial Worker
Recommended Action: That the Board of Education create the position of .5 FTE Building and Grounds Maintenance and .5 FTE Custodial Worker with an expected hire date of January 3, 2008.

8.3.2 Creation of Building Maintenance Mechanic

Recommended Action: That the Board of Education create the position of Building Maintenance Mechanic for an expected hire date of January 3, 2007. The pay scale of this position will be at the Head Custodian rate of the UEV contract.

9. Other Business

9.1 Opportunity for the Board to be Heard

10. For the Good of the Order

10.1 Miscellaneous

10.1.1 Middle Level News Notes

10.1.2 Budget Status Reports: 7/1/07 – 9/30/07, *K. Parsons, School Treasurer*

10.1.3 FYI: Contracts / Agreements / Memberships

Membership: Southern Rural Albany County School & Human Services Partnership

Annual Fee: \$50.00 for 2007-2008 school year

Contract for Health Services with Lansingburgh Central School District

Contract amount: \$351.07

Signatory: Linda Langevin

10.2 Dates to Remember

10.2.1 Regular Board of Education Meeting

Monday, December 10, 2007

7:30 p.m.

High School Cafeteria

11. Anticipated Executive Session

Recommended Action: That the Board of Education enter into Executive Session for the purpose of discussing negotiated agreements.

12. Return to Regular Session

13. Adjournment